Test Information Distribution Engine (TIDE): Best Practices for Student Test Settings

OPI DATA AND ASSESSMENT "ASSIST" CONFERENCE

JANUARY 13–14,2020

Presented by
Emilia Birdsall
Project Manager, Montana | Cambium Assessment

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Objectives

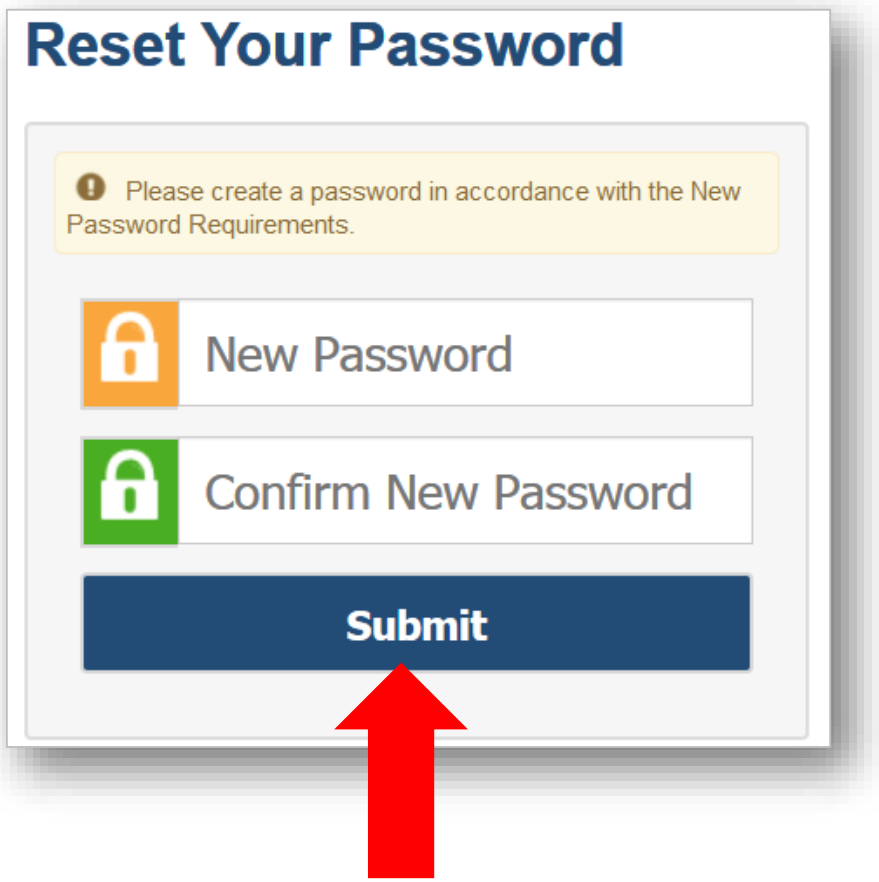
Preparing for Testing

- Activating your new TIDE account and logging in to TIDE
- Navigating the TIDE interface
- Managing student information and test settings

Administering Tests

- Monitoring test progress

Activating Your Account



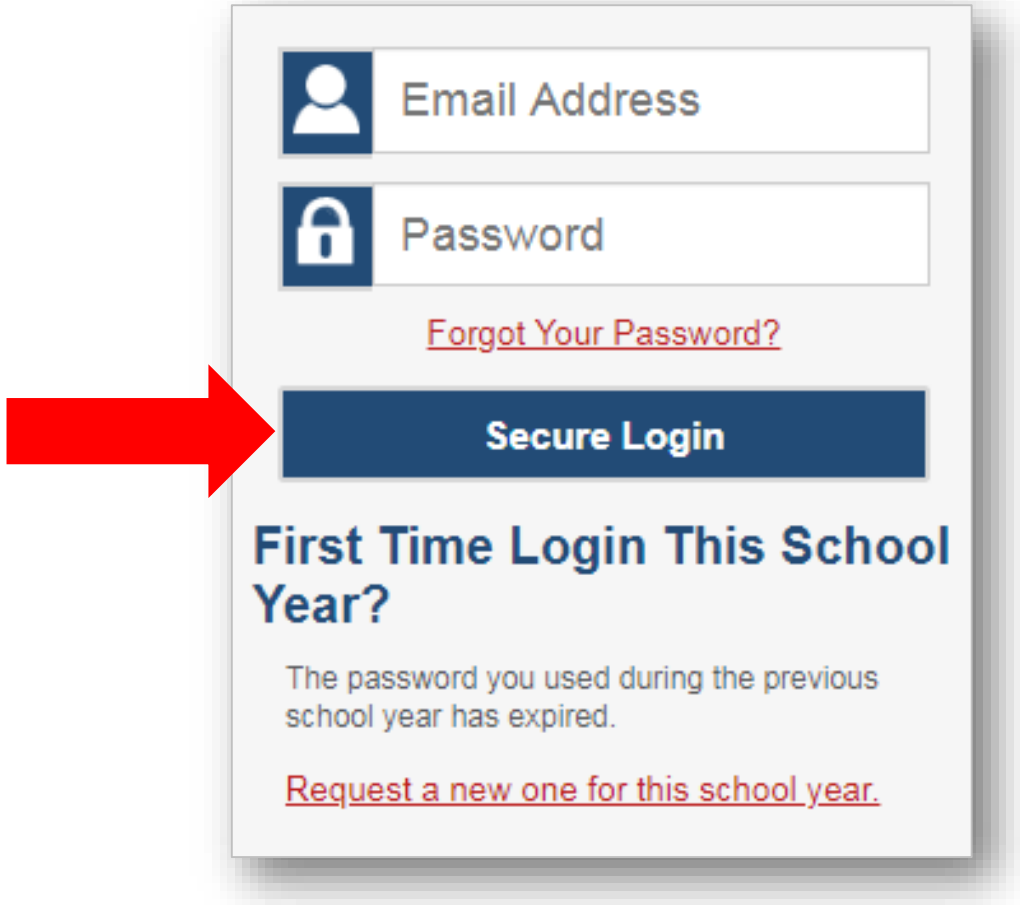
Follow the activation link in your email.

Create a password for TIDE that meets the password requirements:

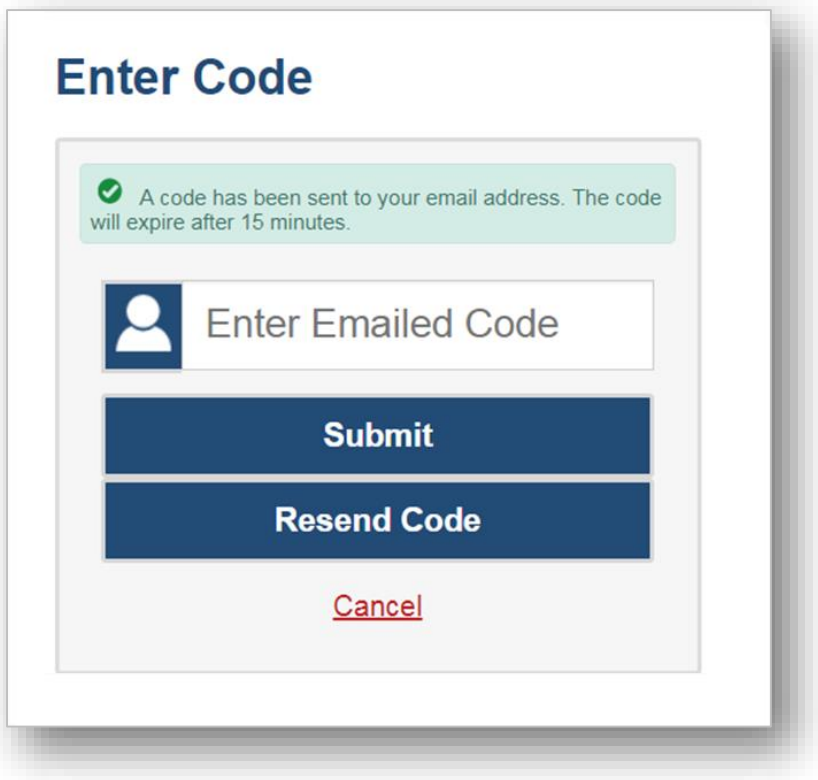
- At least 8 characters
- At least 1 uppercase letter
- At least 1 lowercase letter
- At least 1 special character
- At least 1 number

Submit your new password.

Logging in to TIDE



Logging in to TIDE, continued



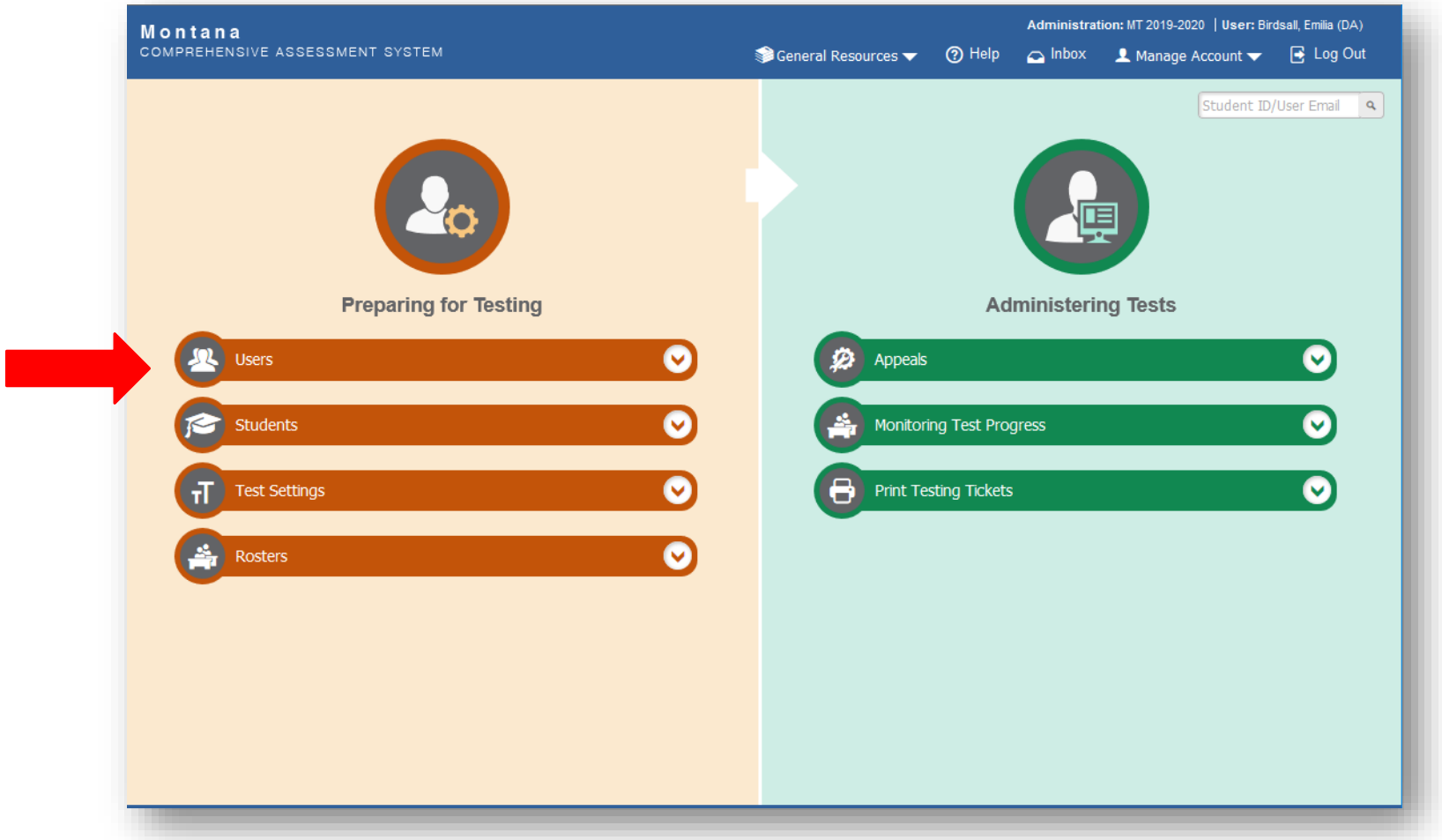
The system has an authentication process that will be triggered when you log in from a different device or browser or after clearing your browser's cache.

If you see this screen, an email containing the code will have been sent automatically to your email address.

Enter the code and click **Submit**.

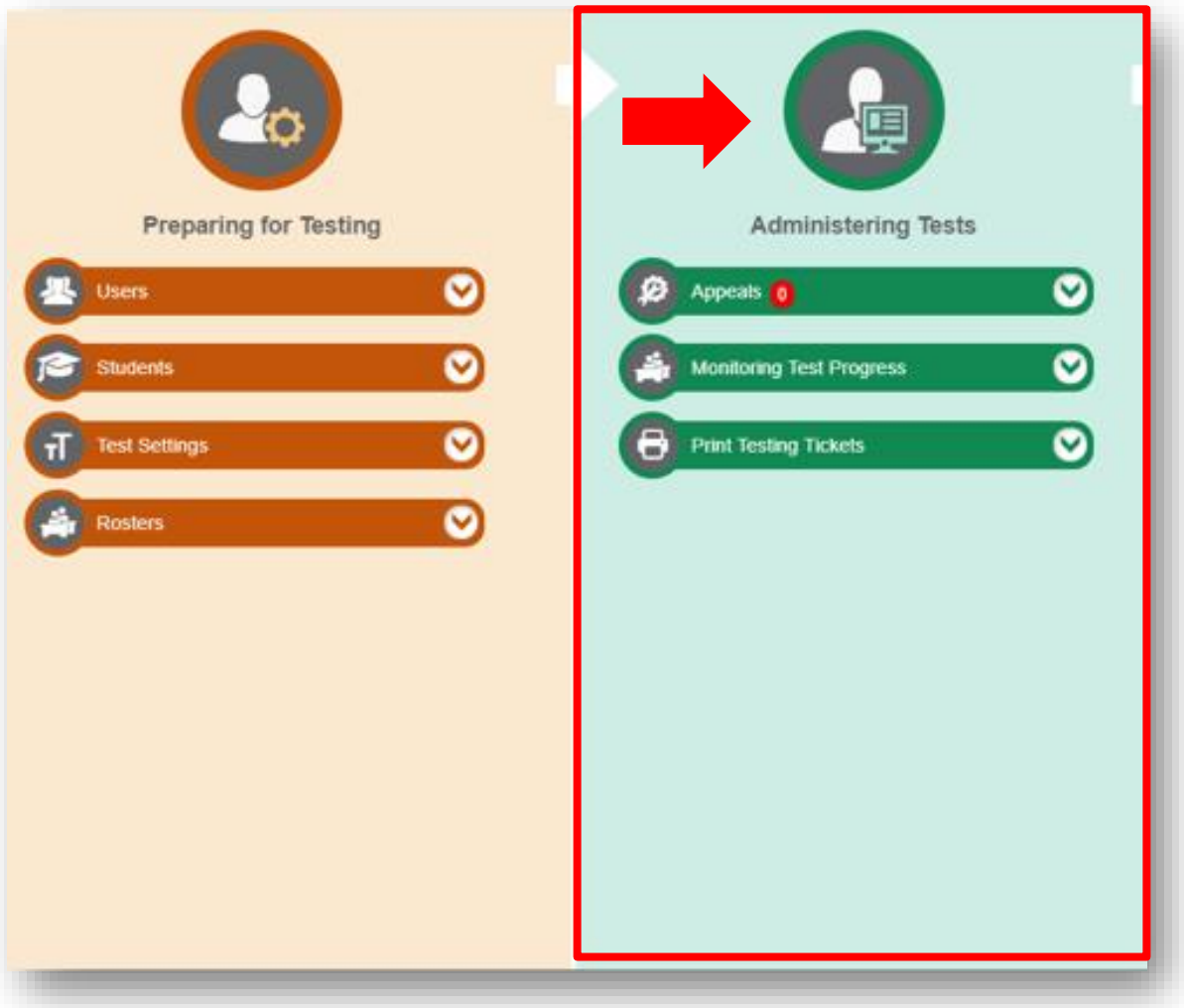
If you need the code to be resent, click **Resend Code.**

TIDE Home Page

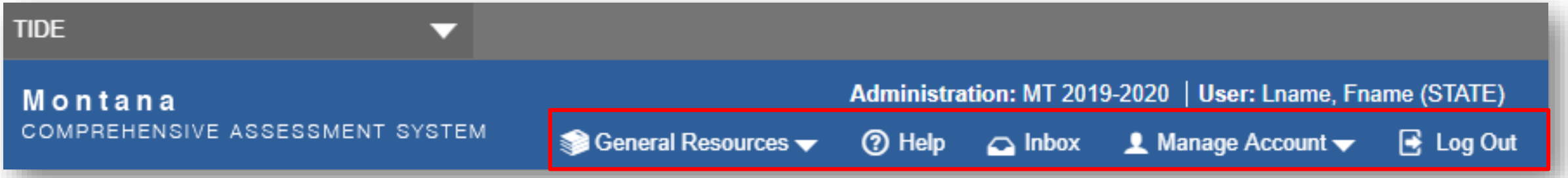


TIDE Tasks: Preparing for Testing

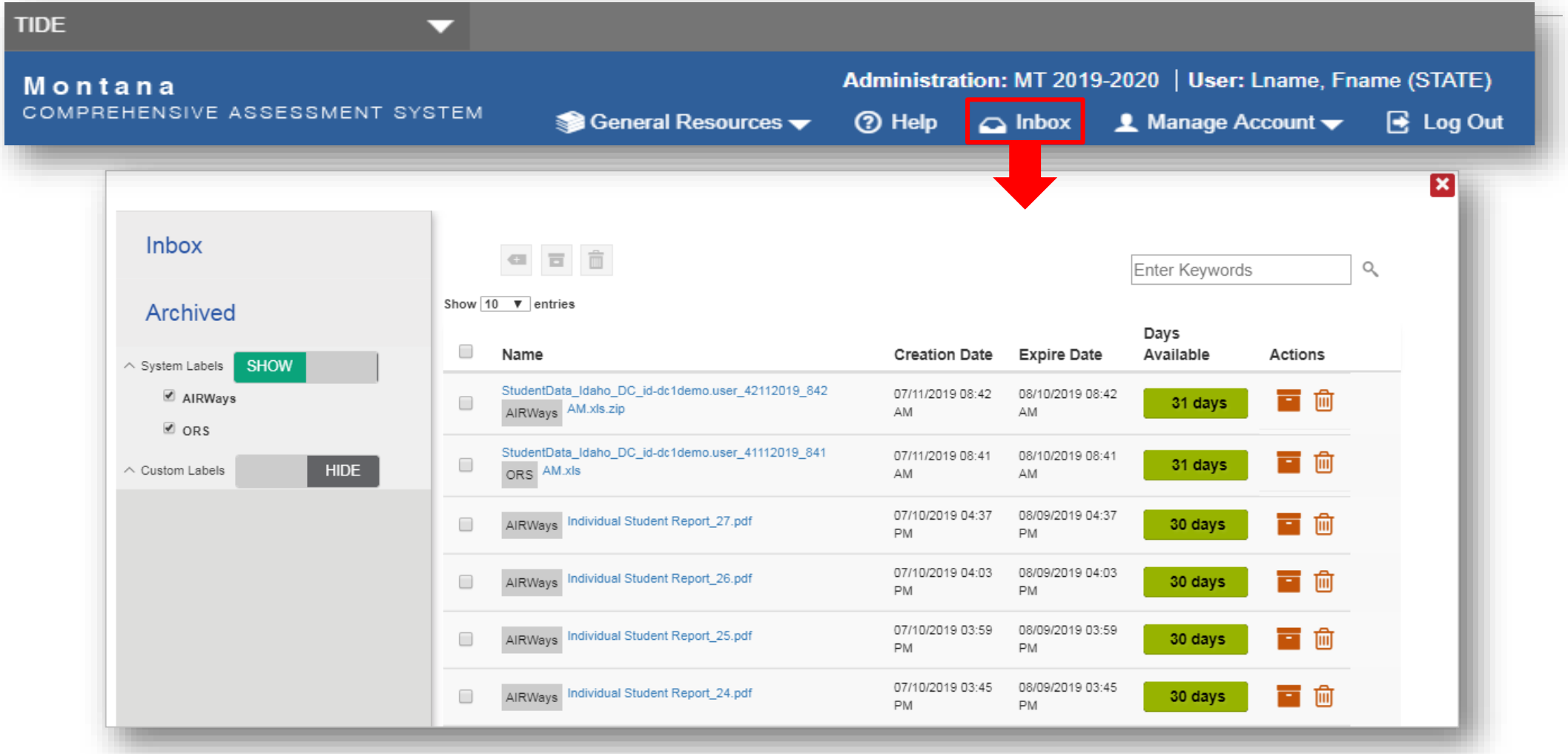
TIDE Tasks: Administering Tests



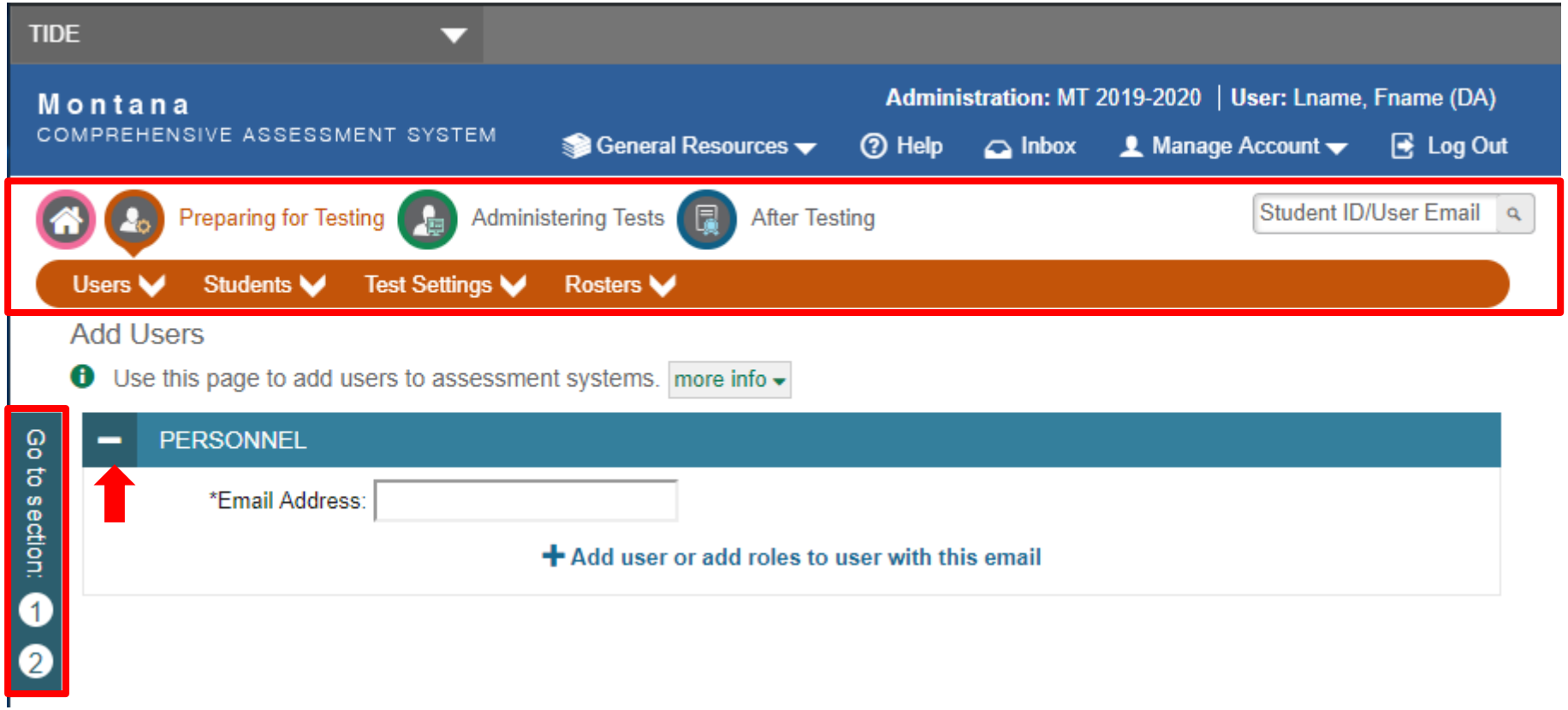
TIDE Banner


TIDE
Montana
COMPREHENSIVE ASSESSMENT SYSTEM
Administration: MT 2019-2020 | User: Lname, Fname (STATE)
General Resources
Help
Inbox
Manage Account
Log Out

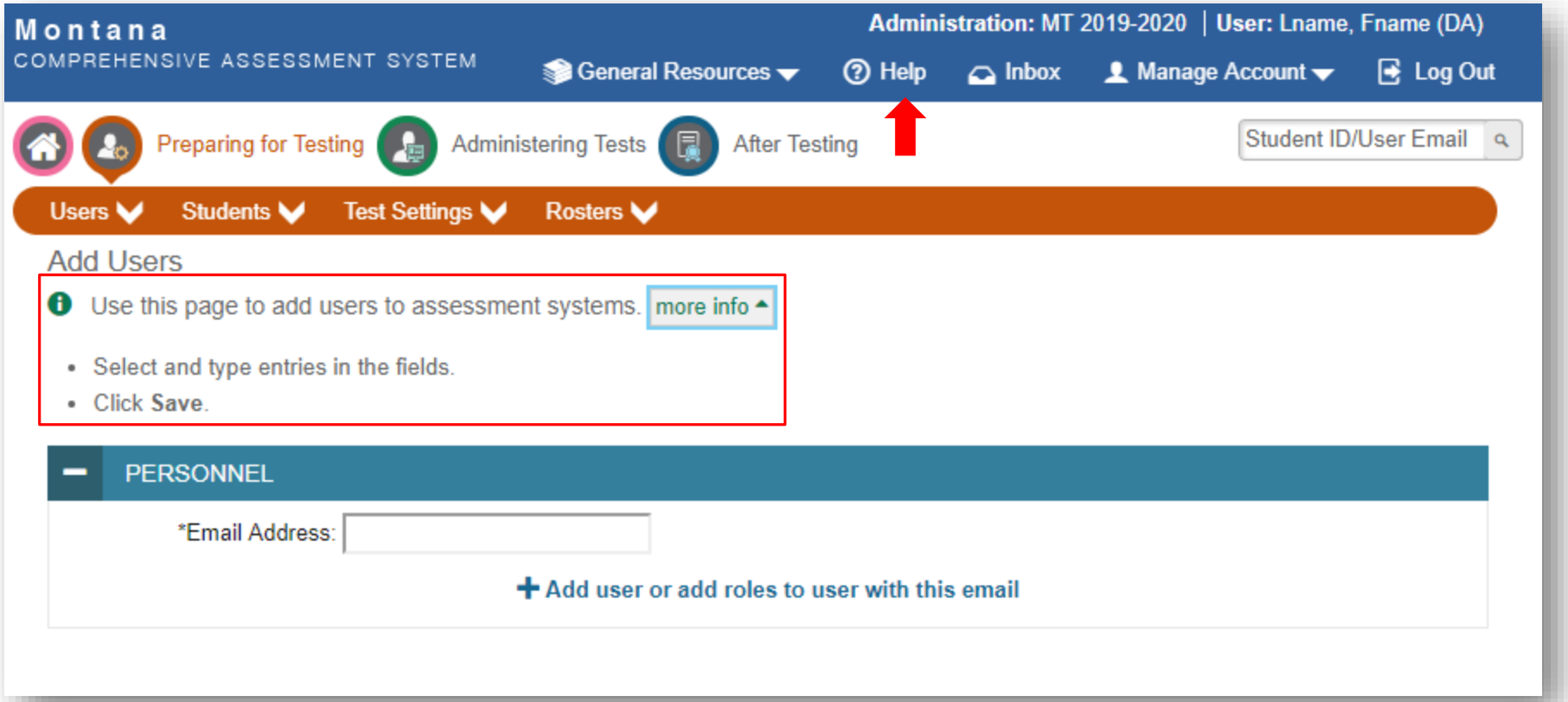
TIDE Banner: Inbox



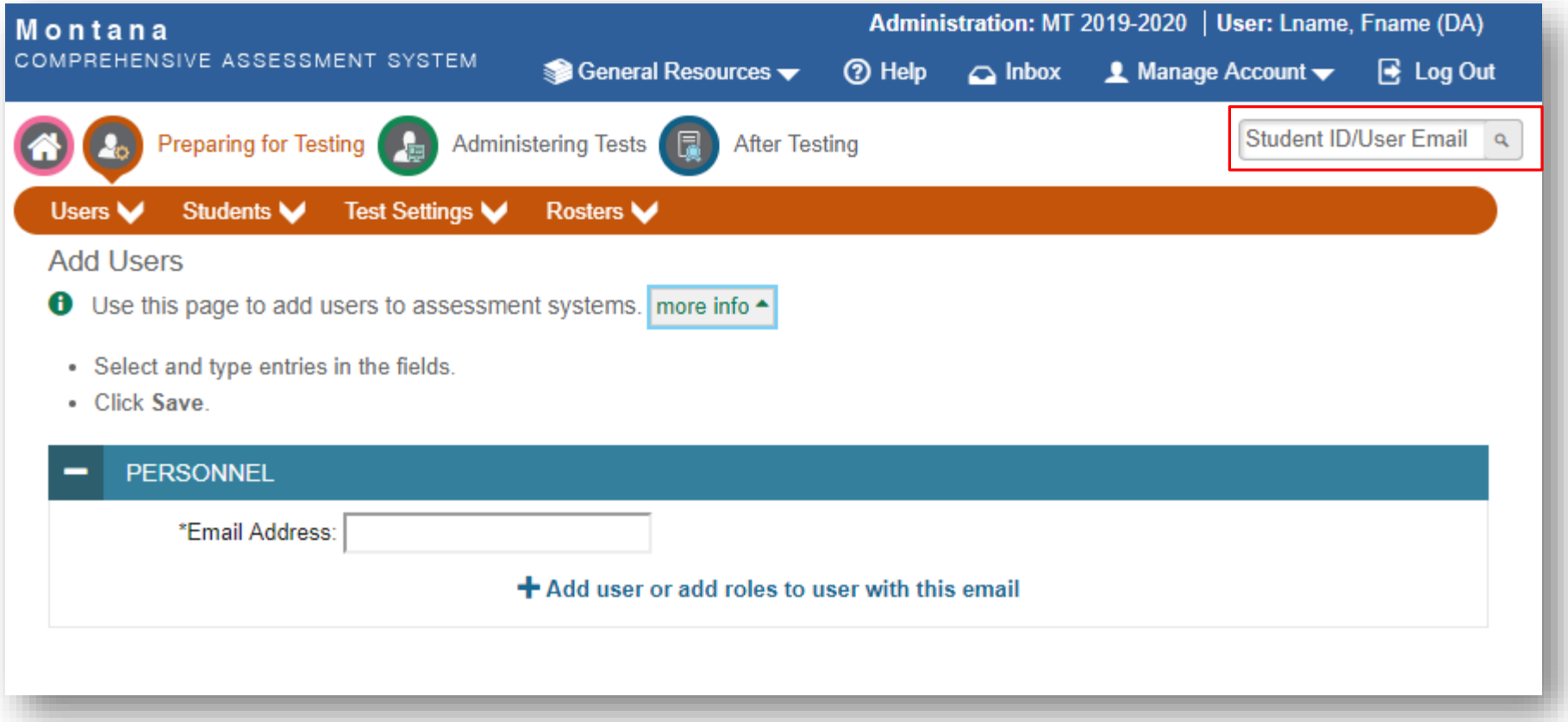
Navigation Toolbars



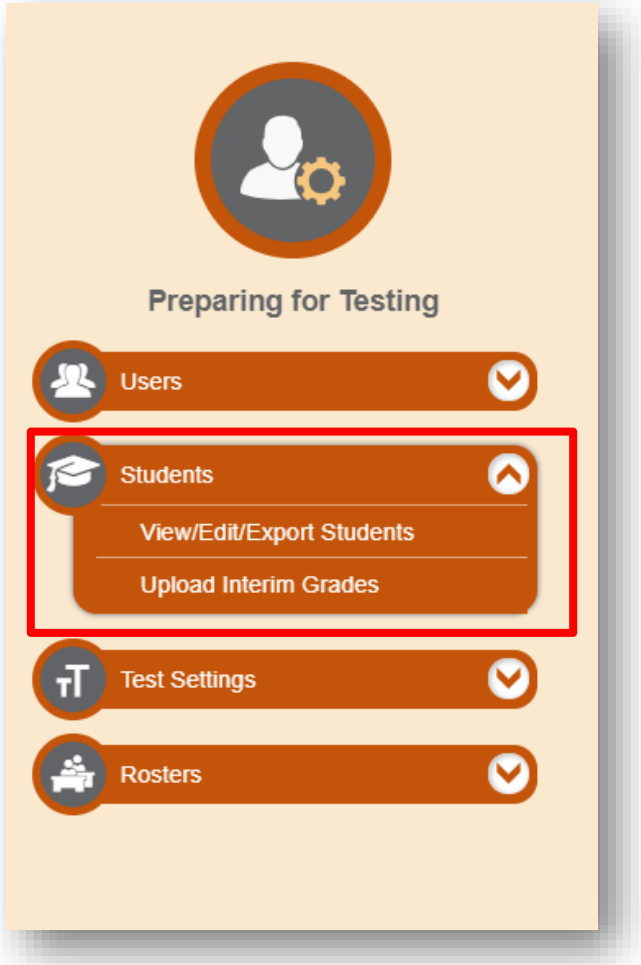
Help Text


Montana
COMPREHENSIVE ASSESSMENT SYSTEM
Administration: MT 2019-2020 | User: Lname, Fname (DA)
General Resources
Help
Inbox
Manage Account
Log Out
Preparing for Testing
Administering Tests
After Testing
Student ID/User Email
Users
Students
Test Settings
Rosters
Add Users
Use this page to add users to assessment systems.
more info
Select and type entries in the fields.
Click Save.
PERSONNEL
*Email Address:
Add user or add roles to user with this email

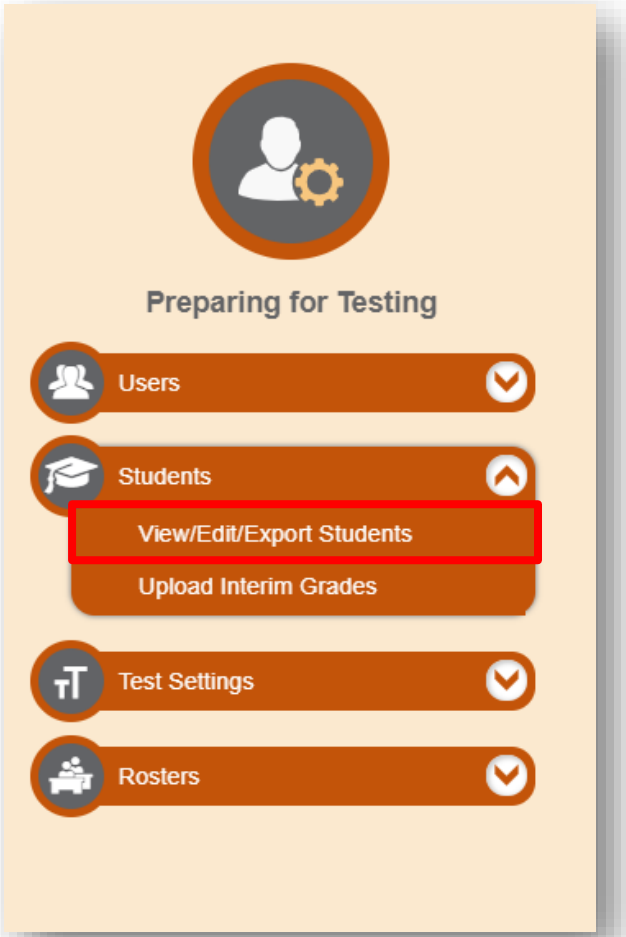
Quick Search

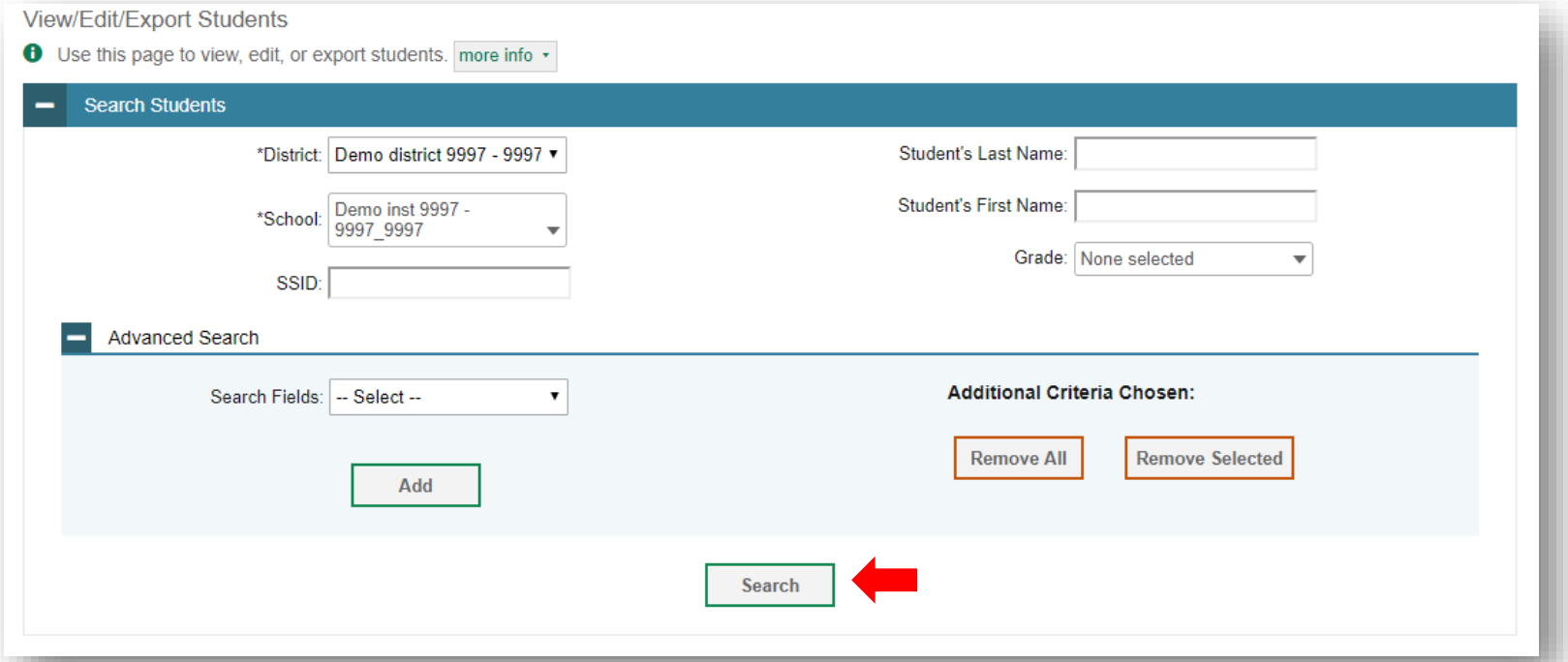


Students

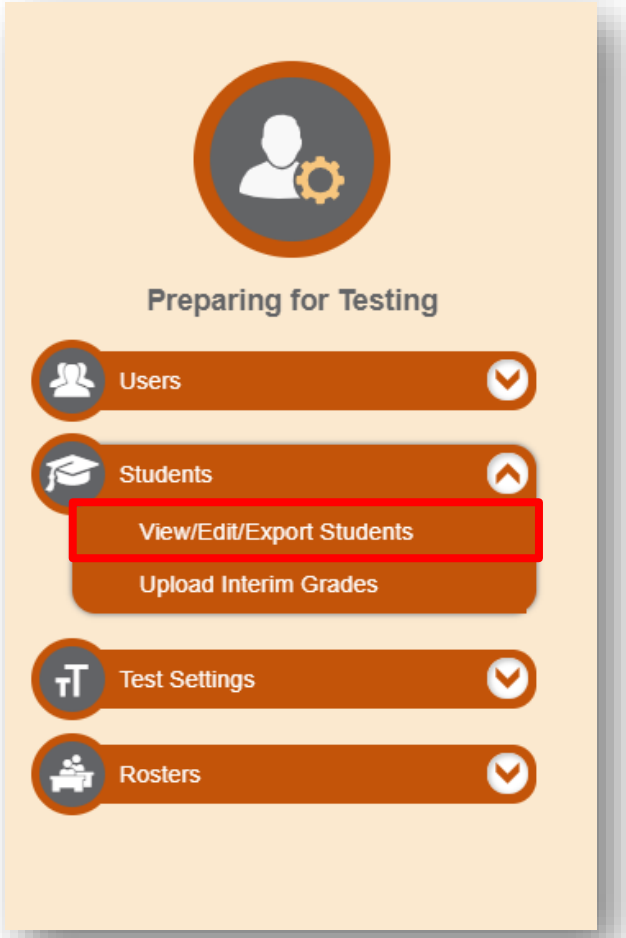

Preparing for Testing
Users
Students
View/Edit/Export Students
Upload Interim Grades
Test Settings
Rosters

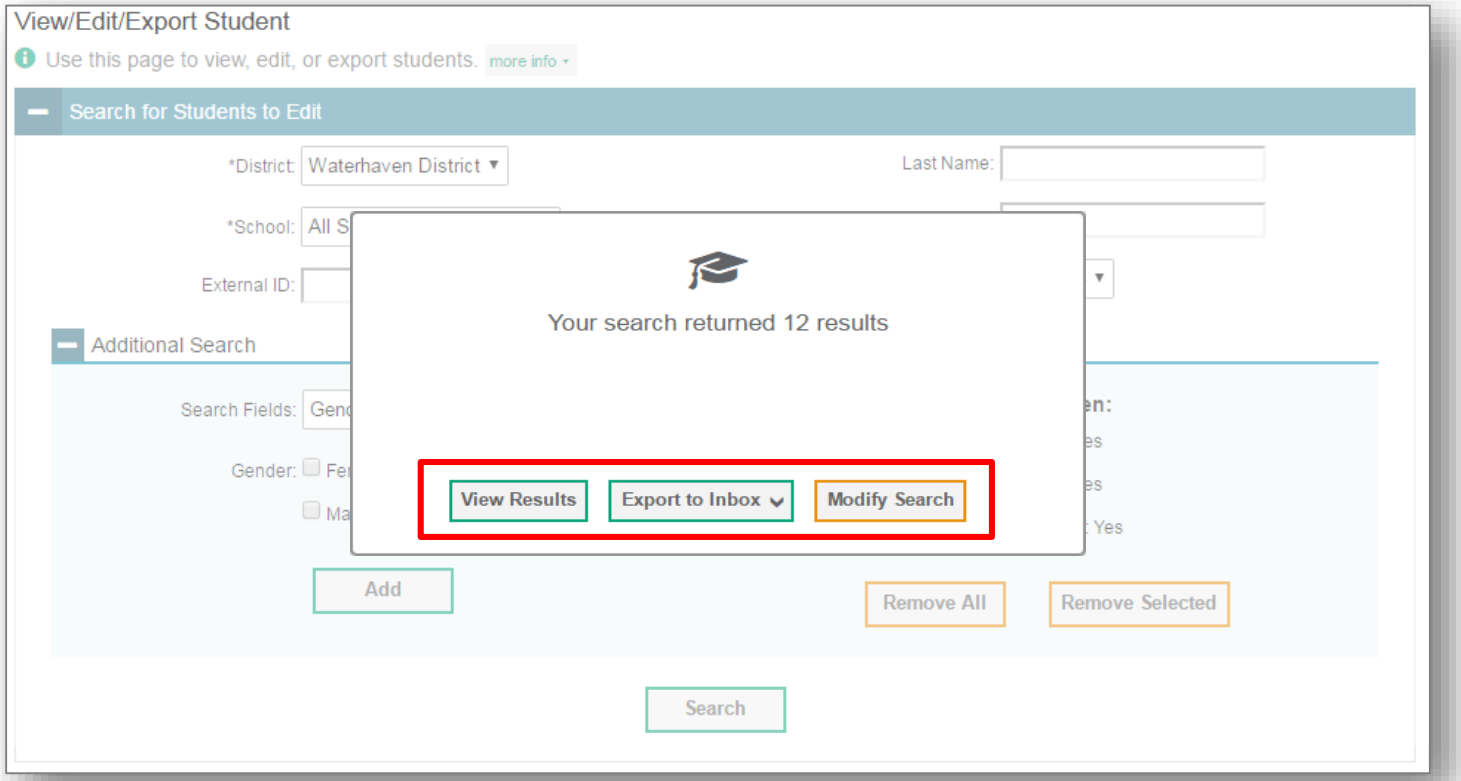
View/Edit/Export Students



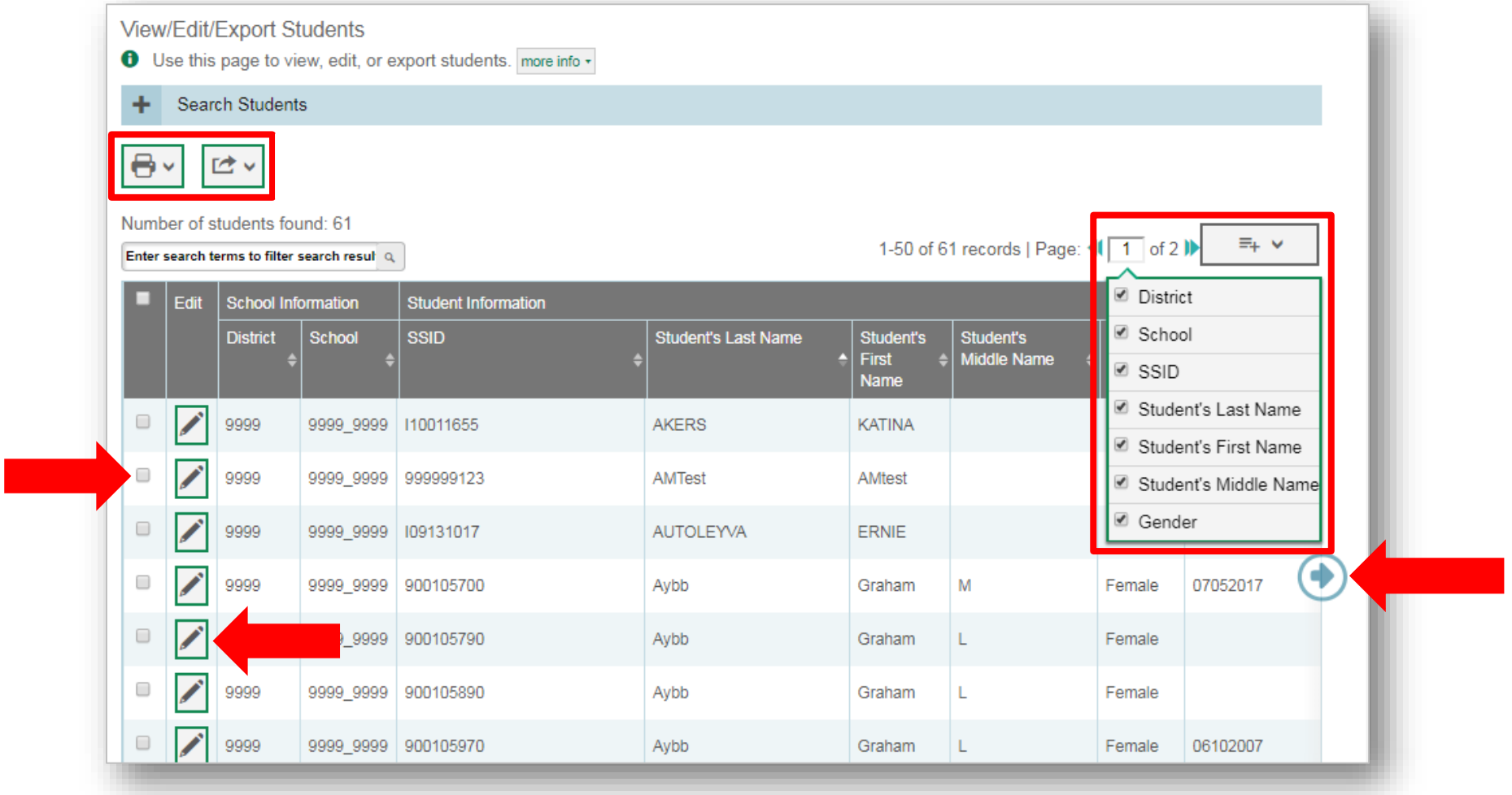


View/Edit/Export Students, continued

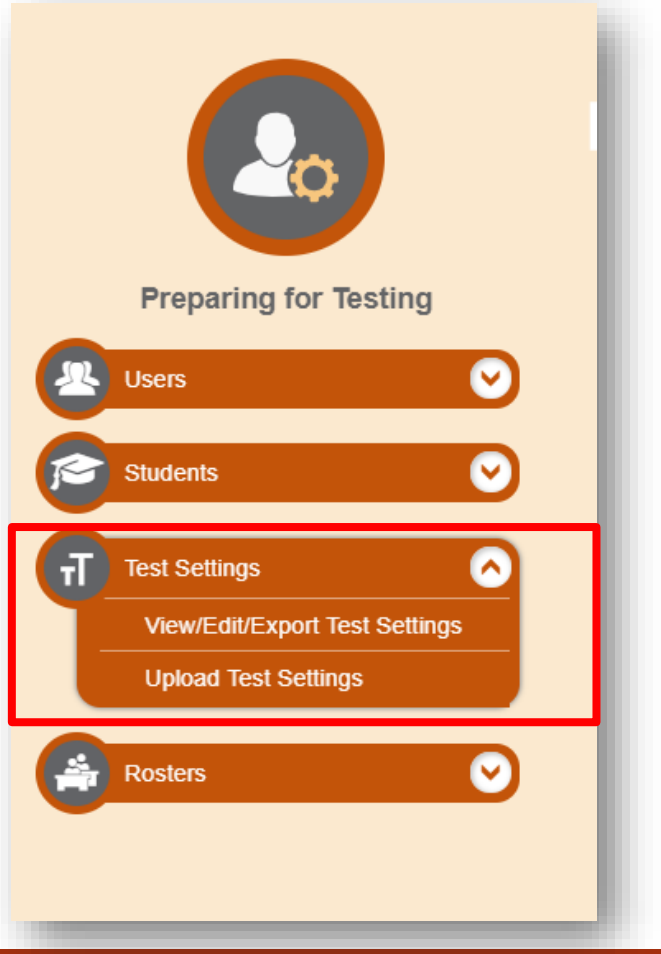




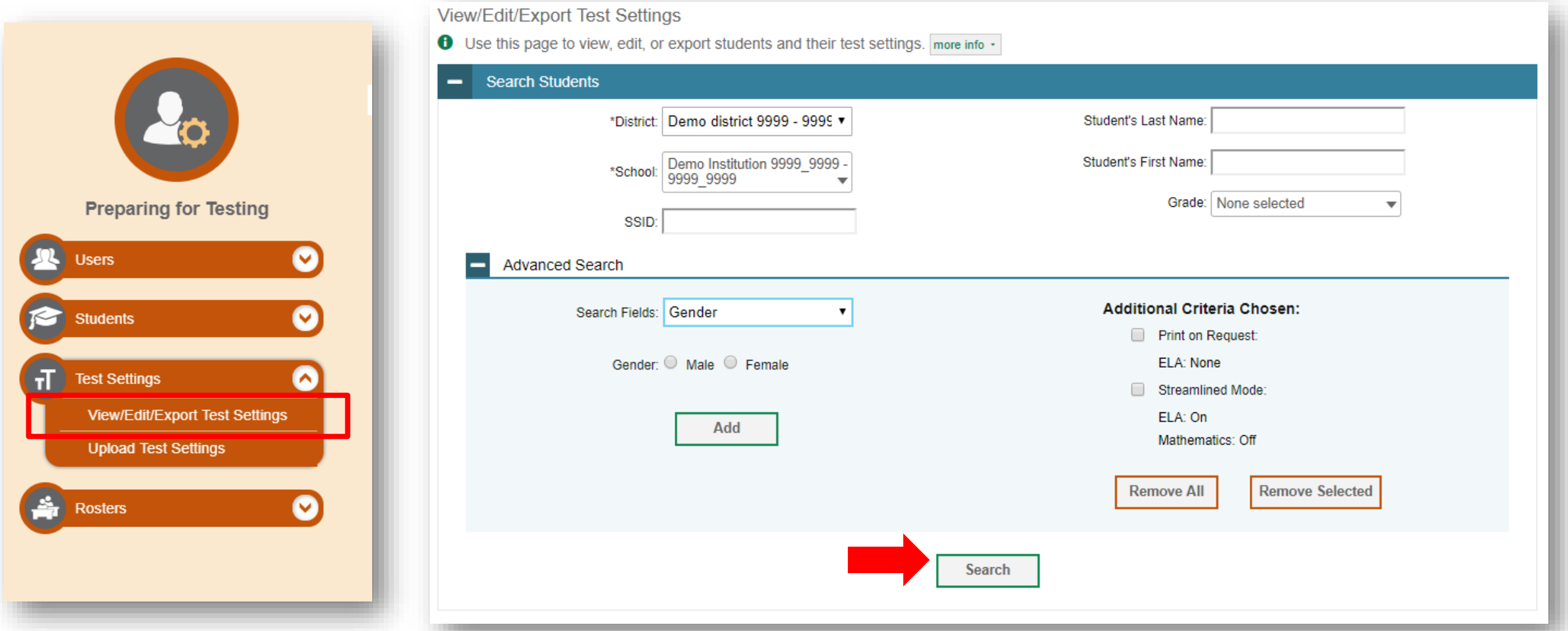
View/Edit/Export Students Results



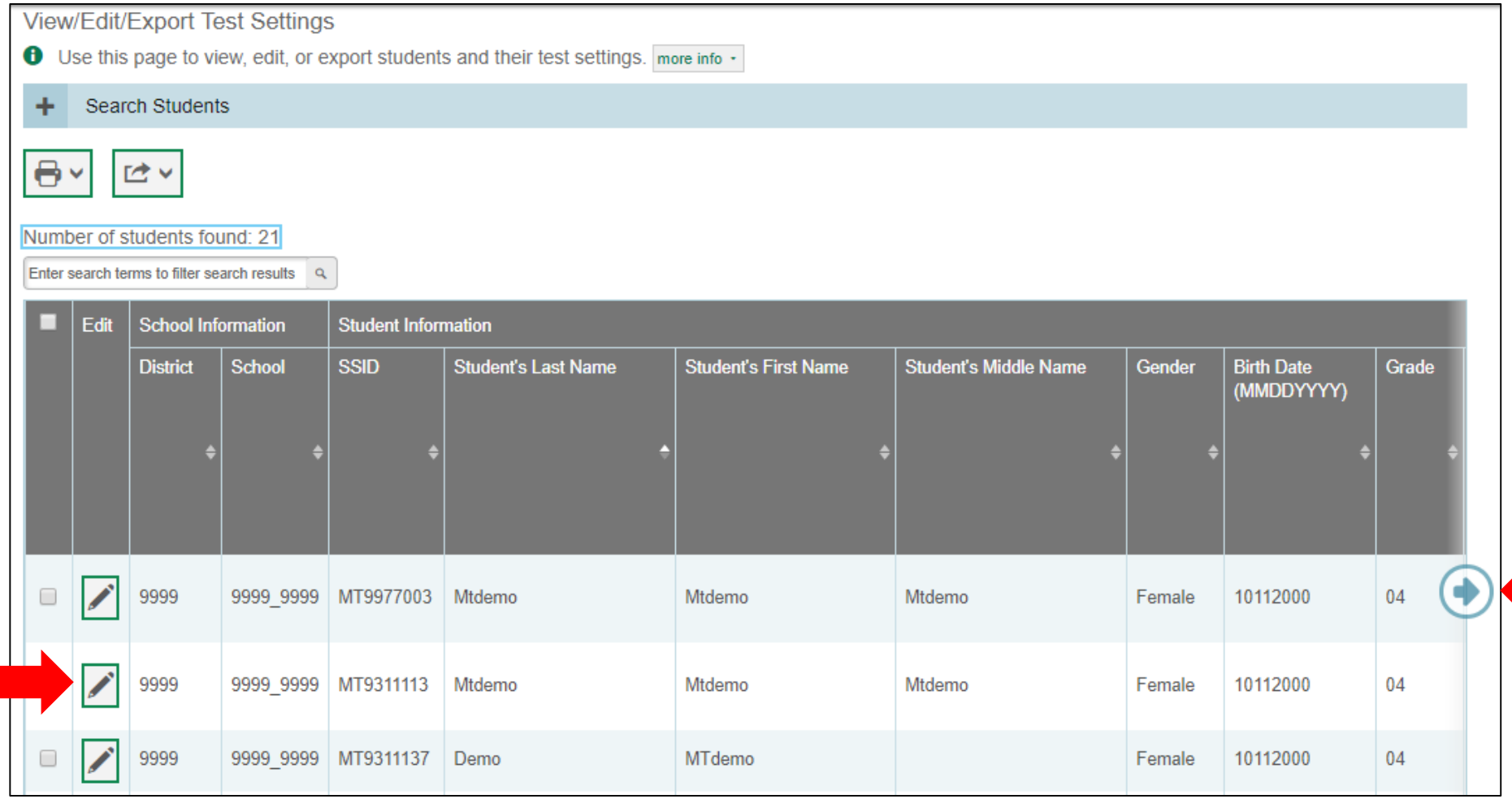
Test Settings and Tools



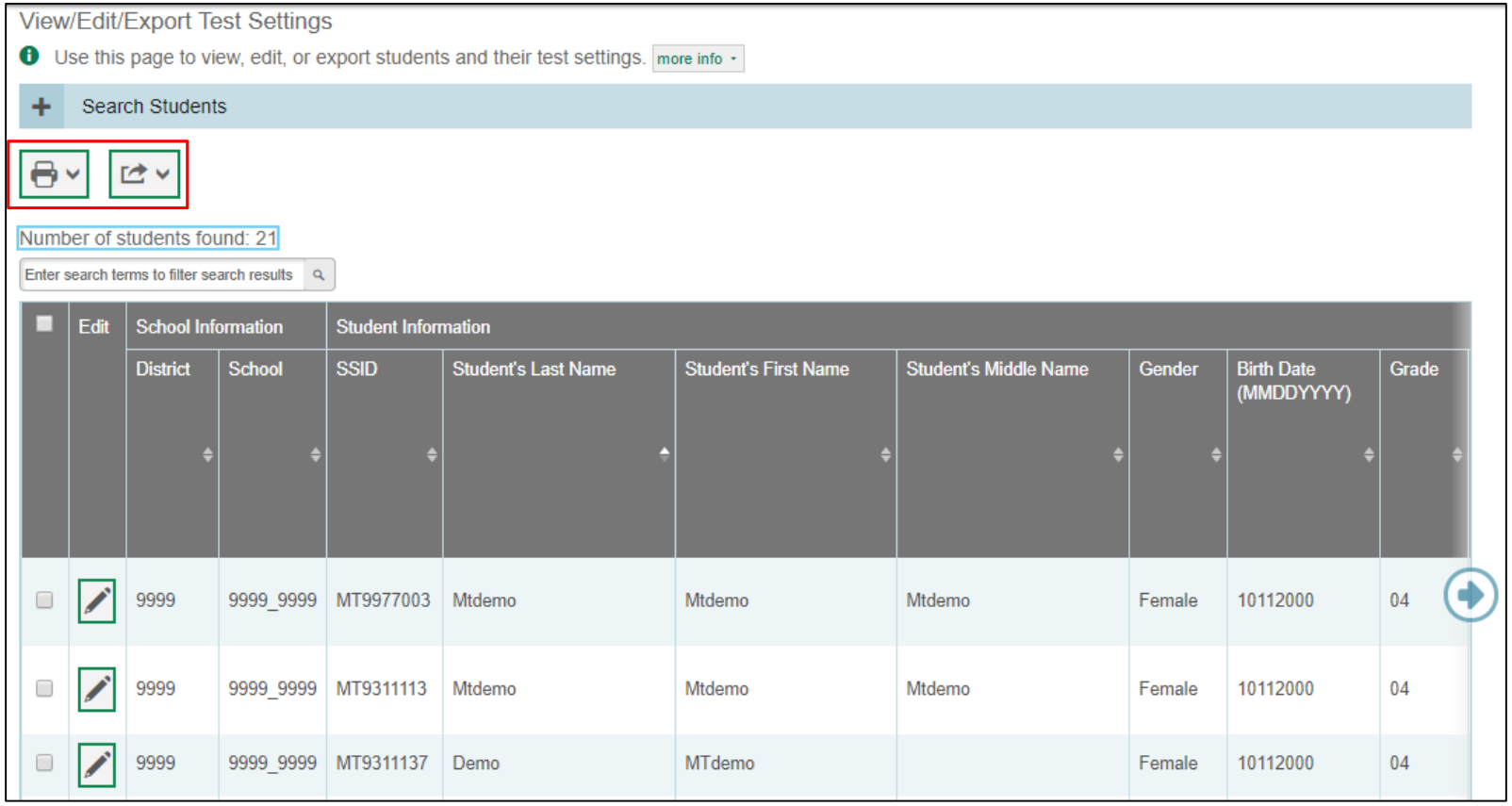
View/Edit/Export Test Settings and Tools



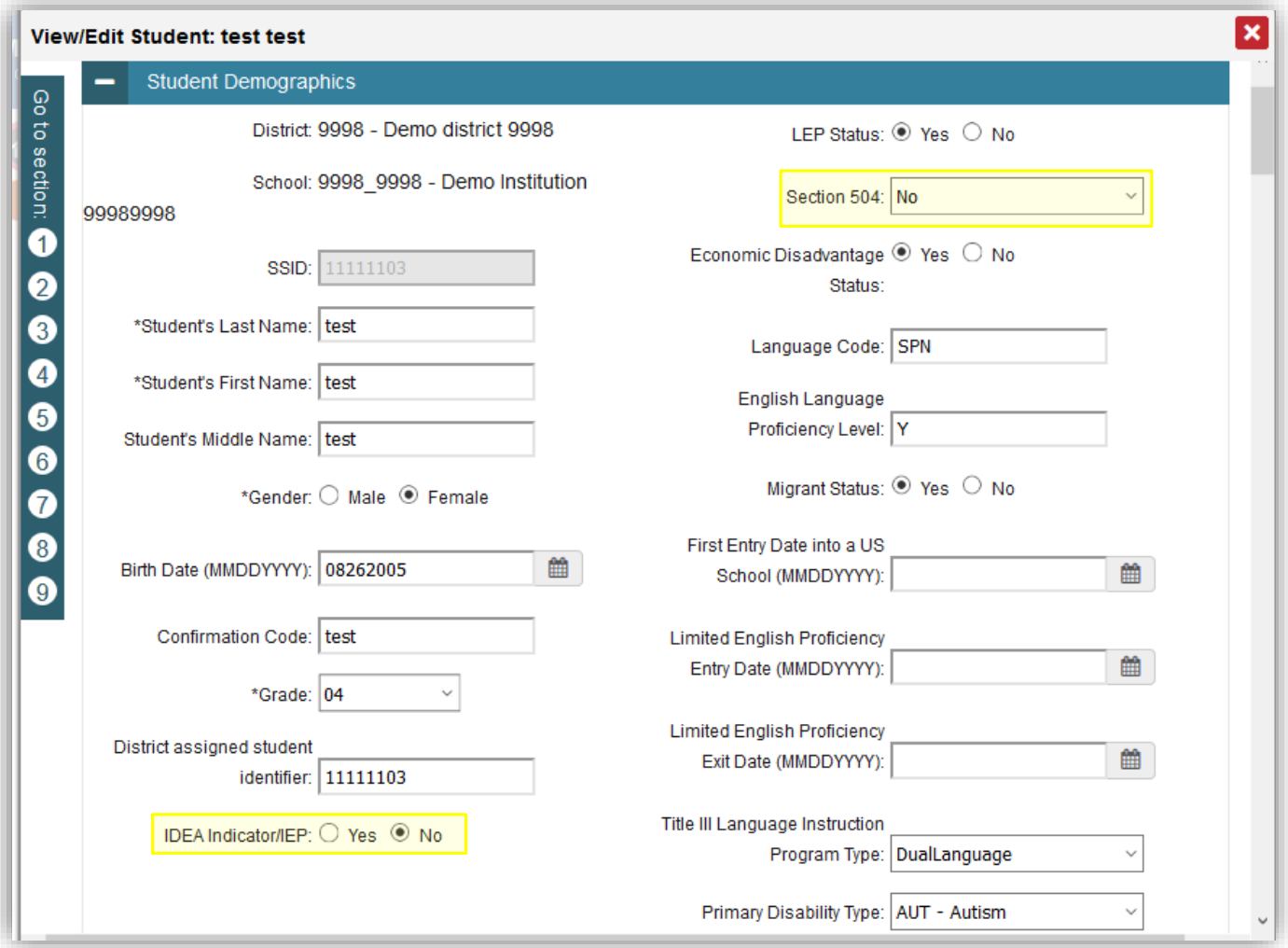
View/Edit/Export Test Settings and Tools Results



View/Edit/Export Test Settings and Tools Results

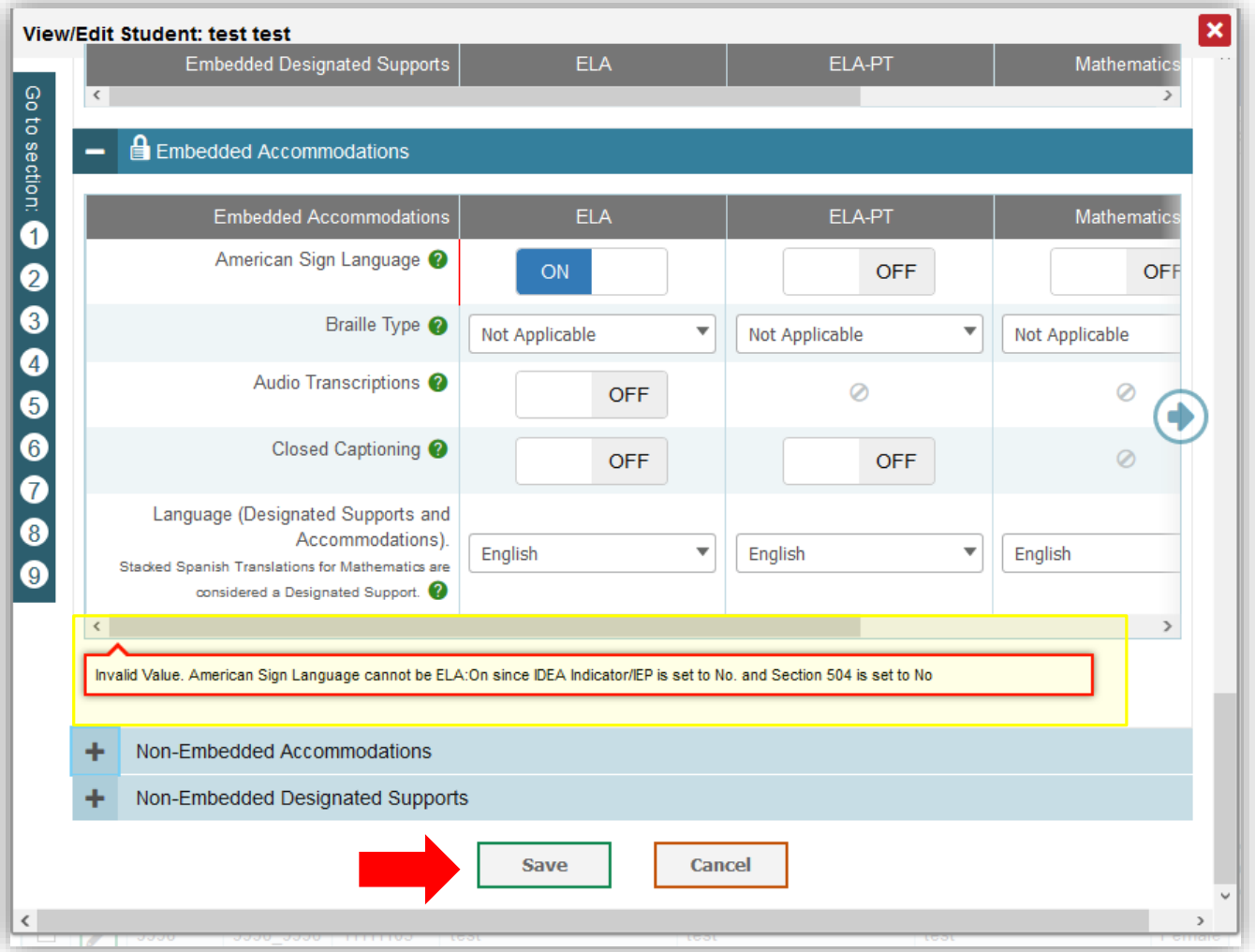


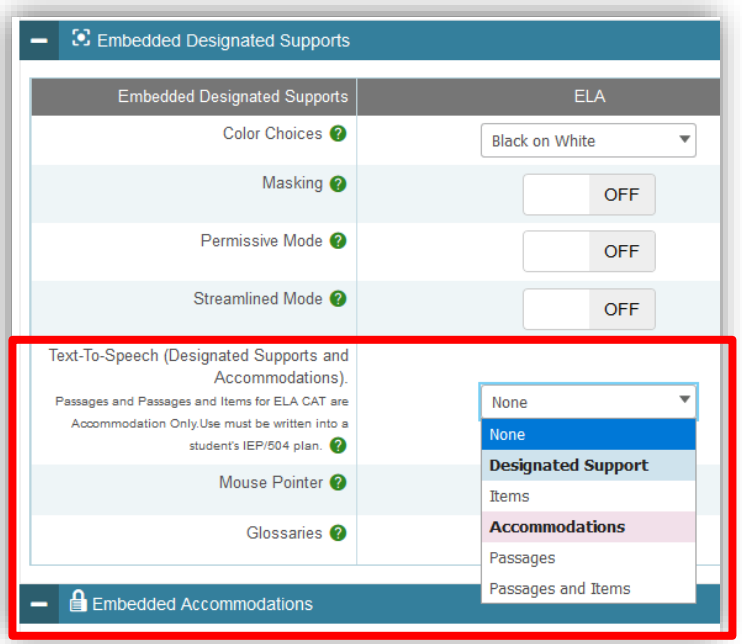
Edit Test Settings and Tools



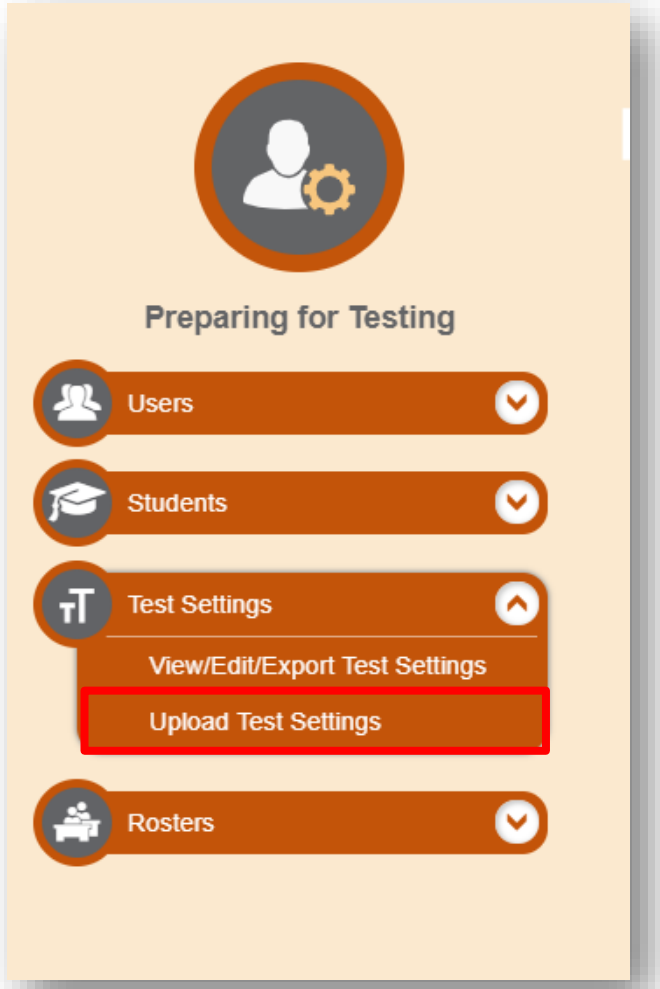
Either **IDEA Indicator/IEP** or **Section 504** must be set to 'Yes' for all test settings that qualify as accommodations

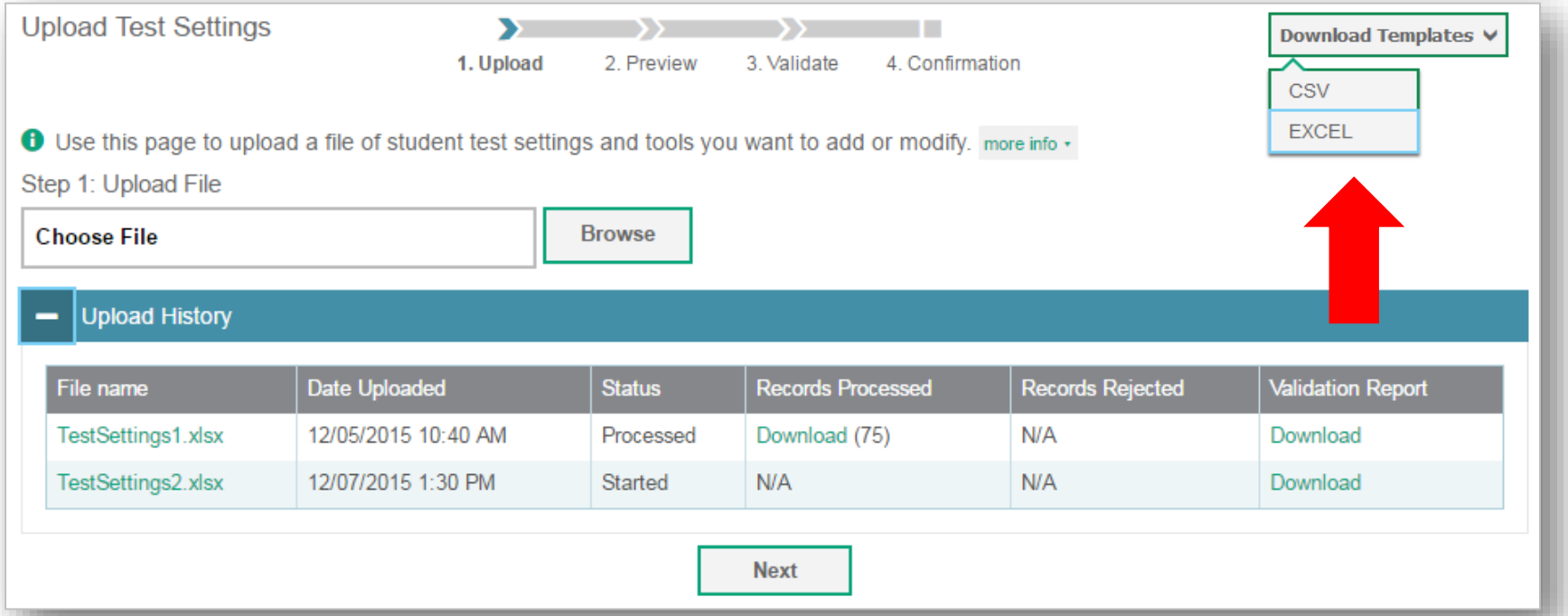
Edit Test Settings and Tools





Upload Test Settings and Tools





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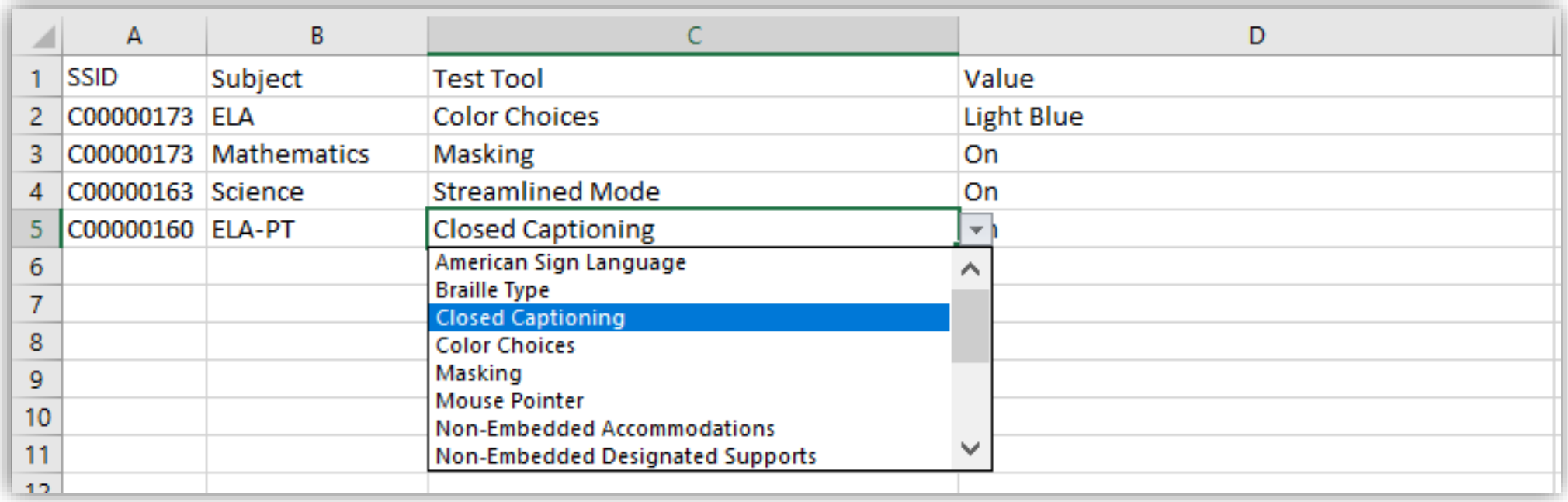
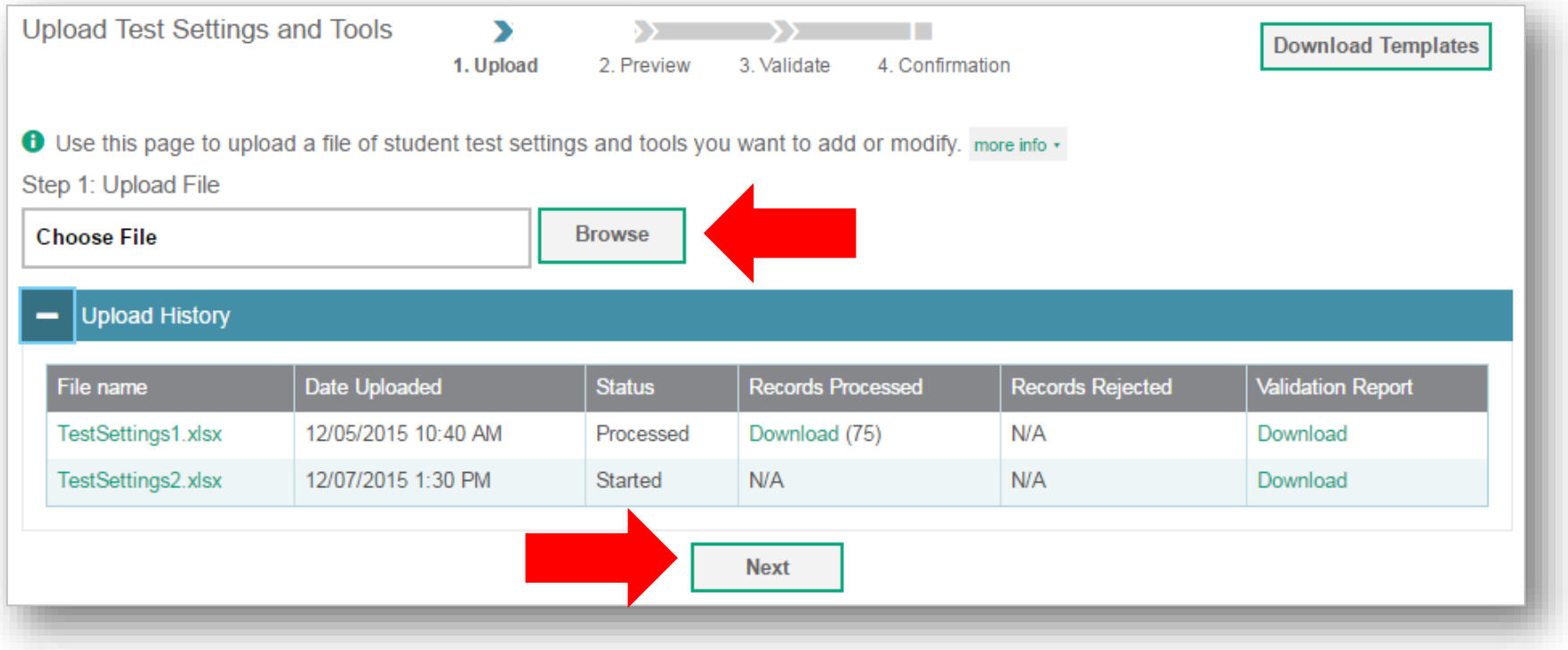


	A	B	C	D
1	SSID	Subject	Test Tool	Value
2	C00000173	ELA	Color Choices	Light Blue
3	C00000173	Mathematics	Masking	On
4	C00000163	Science	Streamlined Mode	On
5	C00000160	ELA-PT	Closed Captioning	
6				
7				
8				
9				
10				
11				

American Sign Language
Braille Type
Closed Captioning
Color Choices
Masking
Mouse Pointer
Non-Embedded Accommodations
Non-Embedded Designated Supports

Upload Test Settings and Tools



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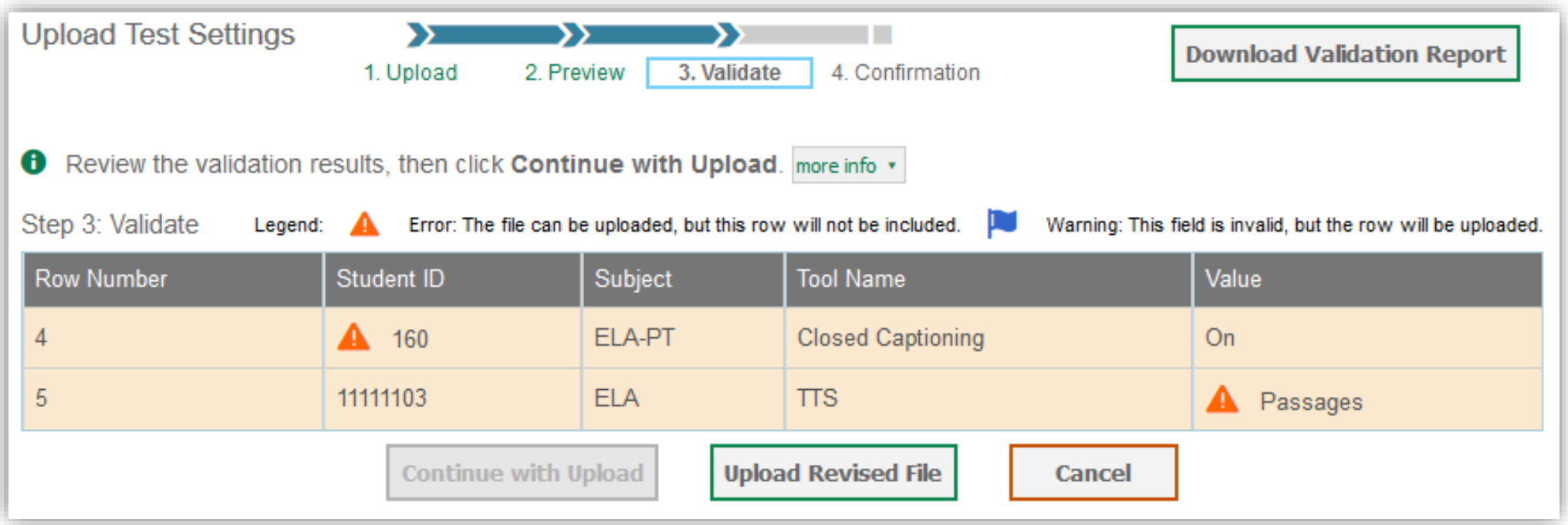
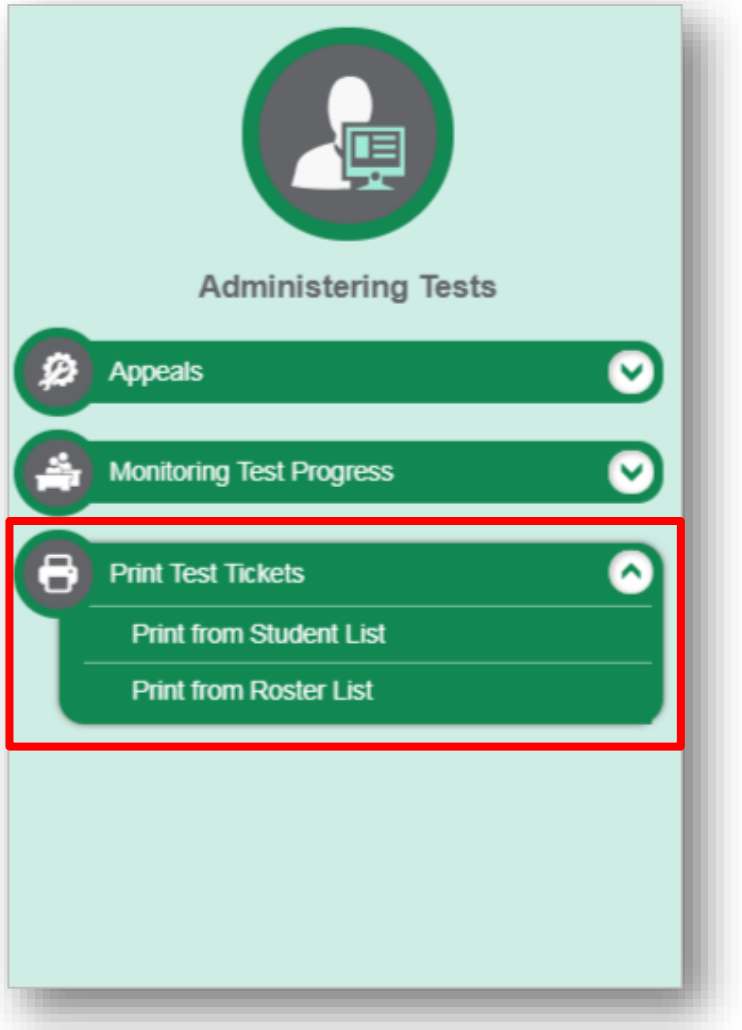
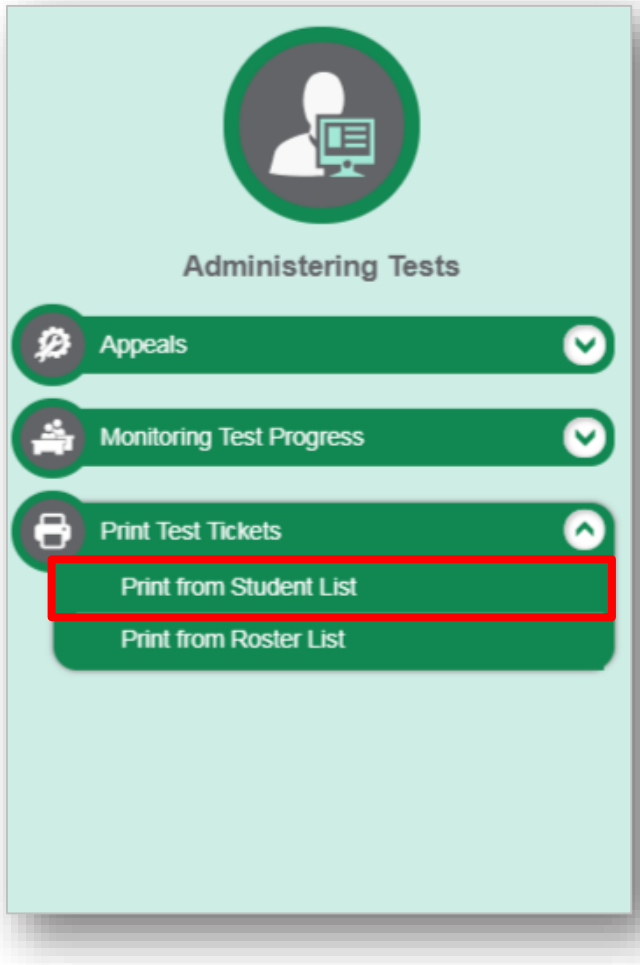
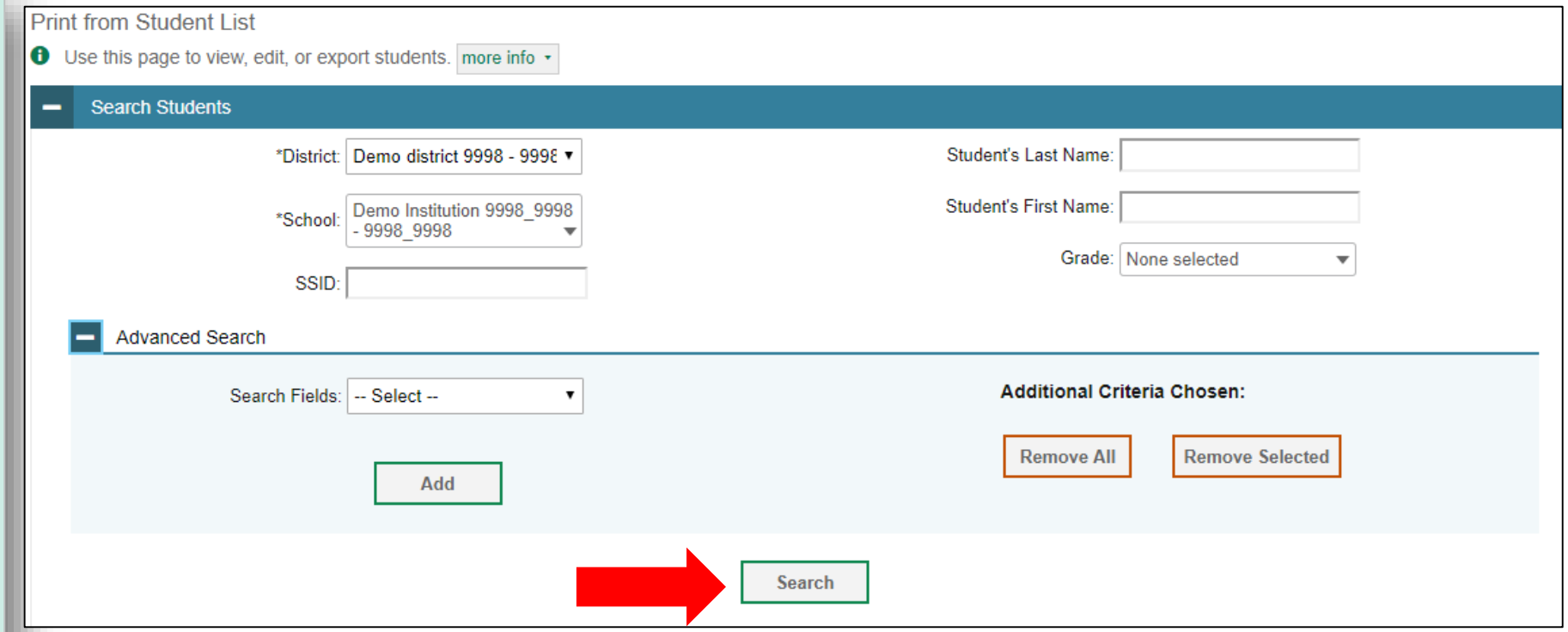


Print Test Tickets

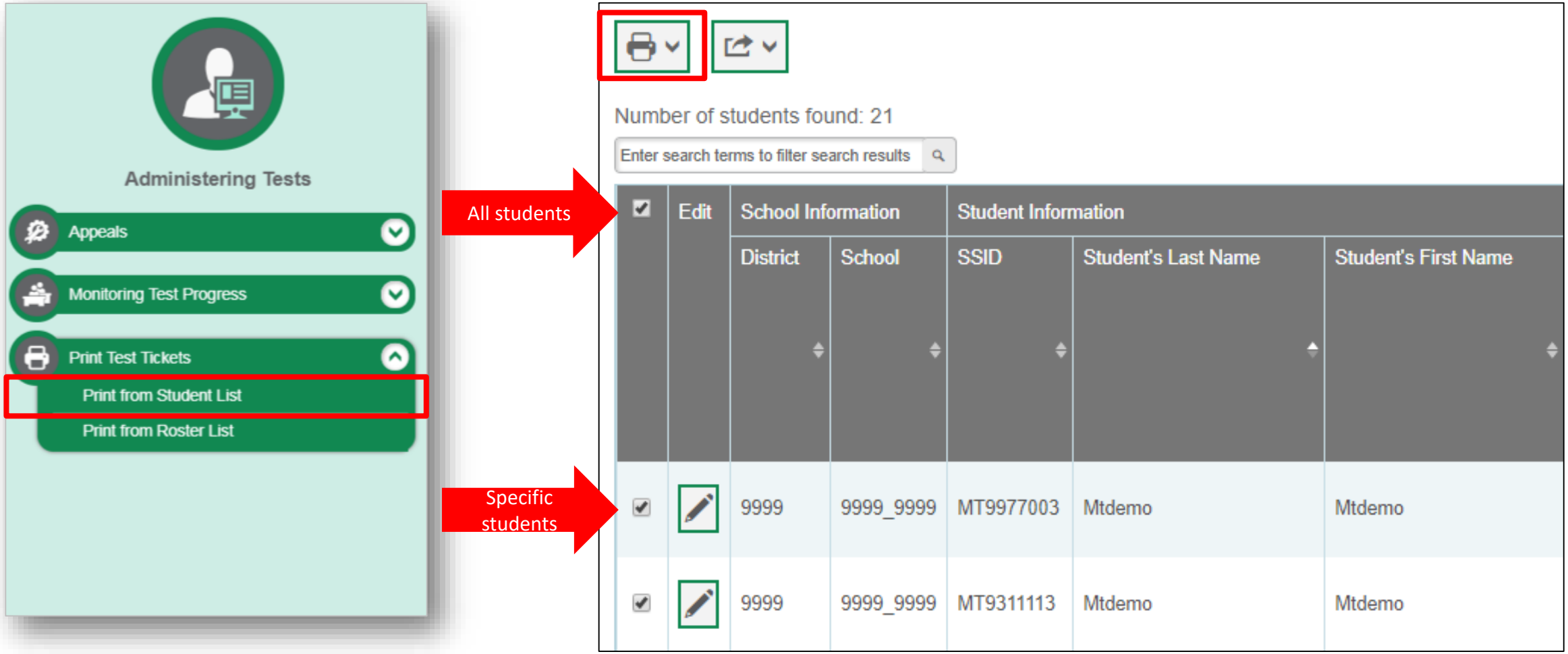


Print Test Tickets from a Student List

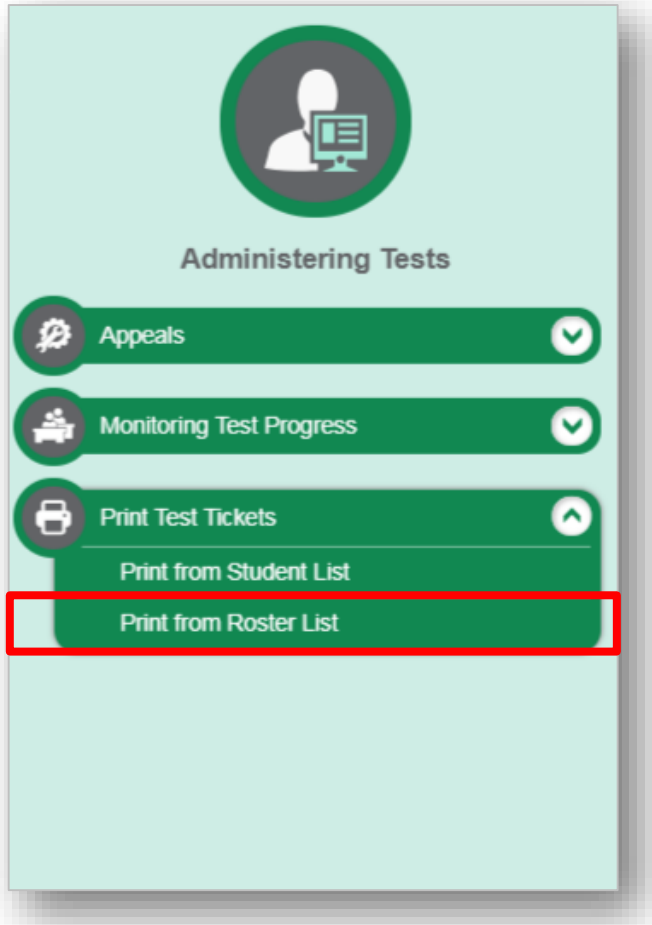


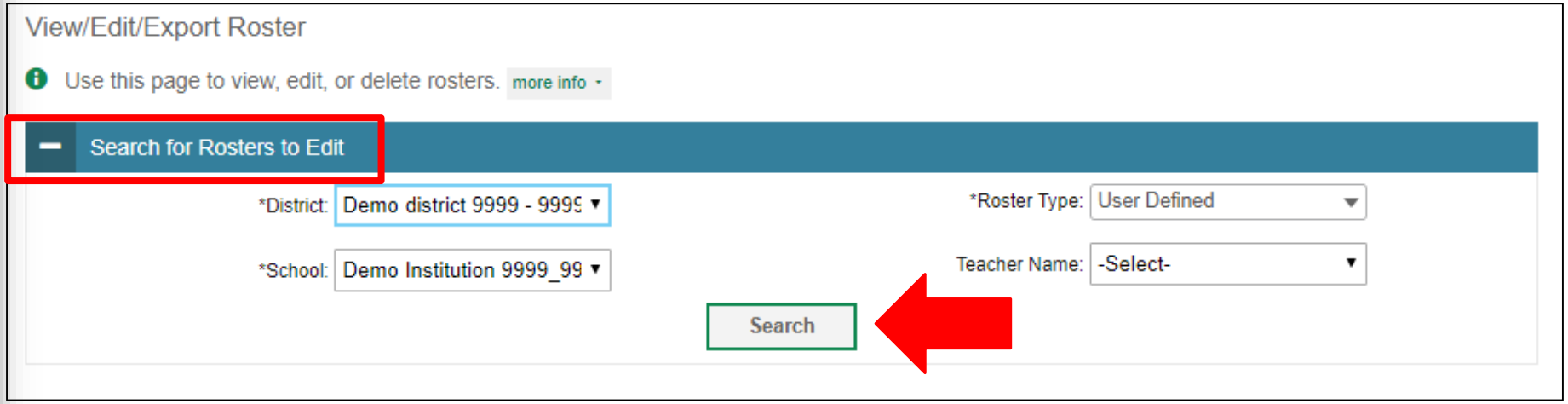


Print Test Tickets from a Student List

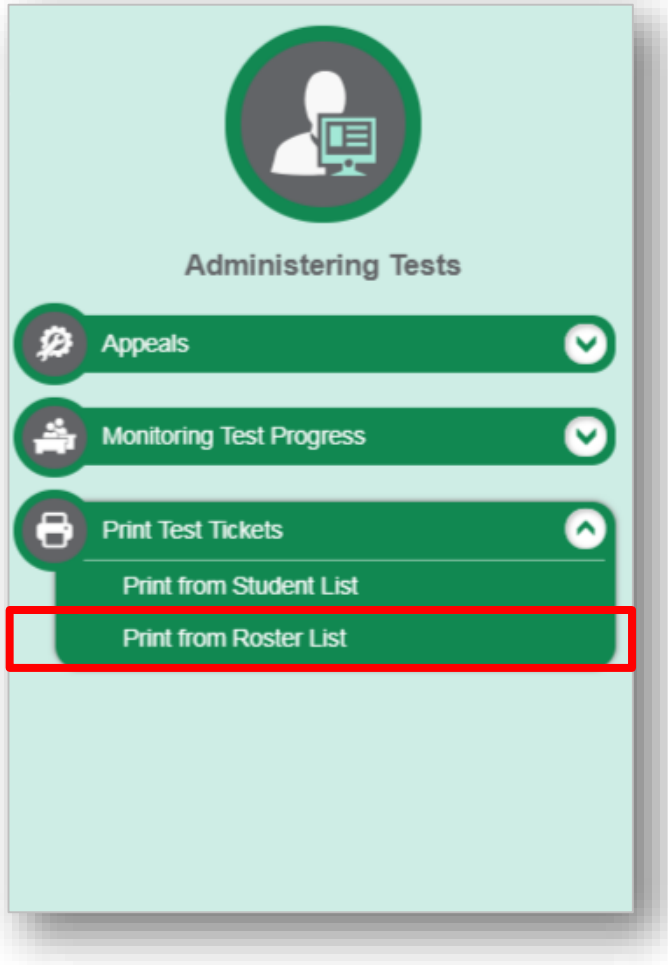


Print Test Tickets from a Roster List





Print Test Tickets from a Roster List, continued



All rosters

Specific rosters

View/Edit/Export Roster

Use this page to view, edit, or delete rosters. more info

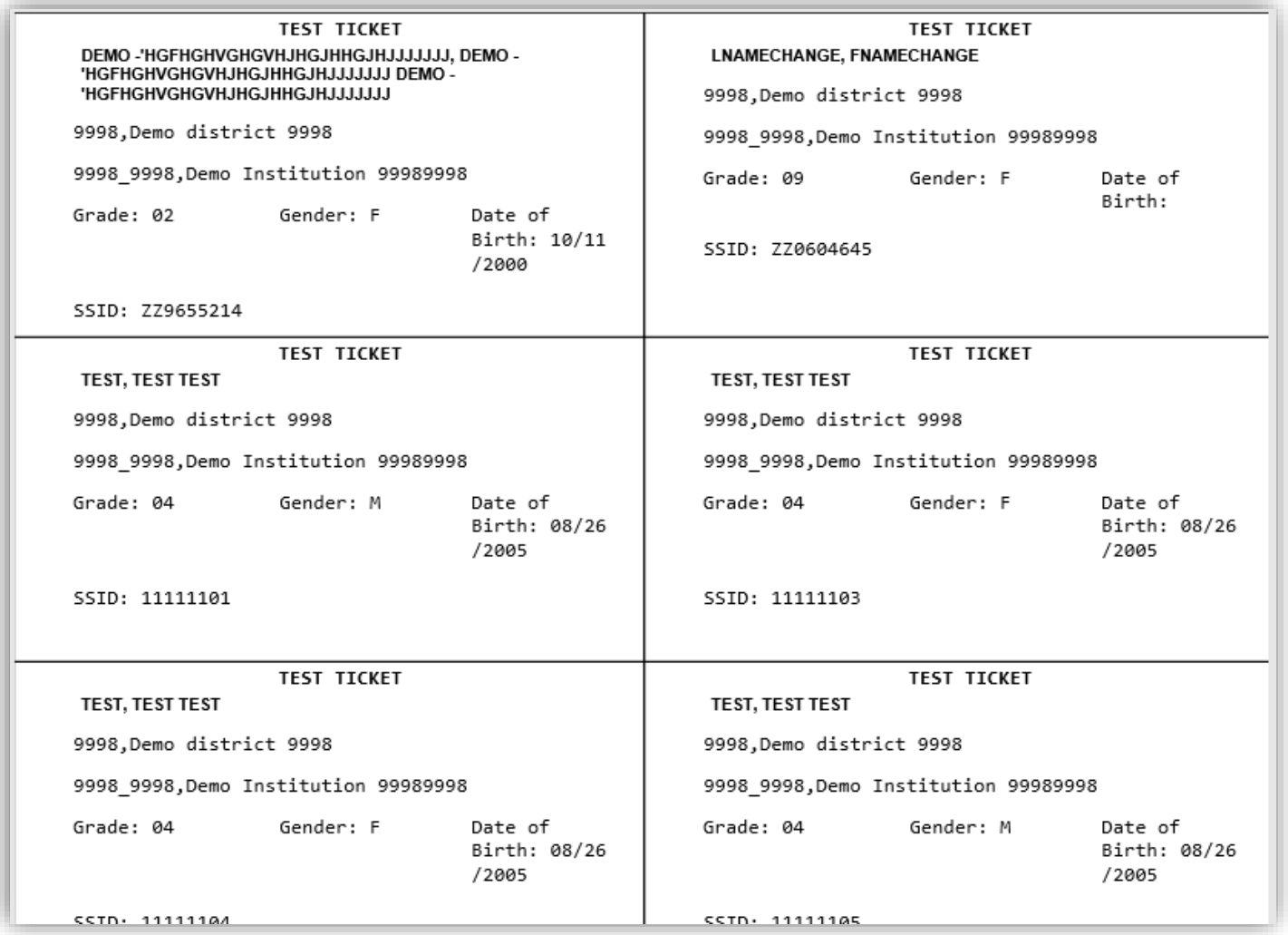
Search for Rosters to Edit

Note: For multiple roster selection, you may print 1000 students at a time.

Number of rosters found: 64

	Edit	Roster Name
☑	✎	Test Roster1 8-30
☑	✎	Test Roster 8-30
☑	✎	DemoR1

Print Test Ticket View



TEST TICKET

DEMO -'HGFHGHVGHGVHJHGJHHGJHJJJJJJJ, DEMO - 'HGFHGHVGHGVHJHGJHHGJHJJJJJJJ DEMO - 'HGFHGHVGHGVHJHGJHHGJHJJJJJJJ

9998,Demo district 9998

9998_9998,Demo Institution 99989998

Grade: 02 Gender: F Date of Birth: 10/11 /2000

SSID: ZZ9655214

TEST TICKET

LNAMECHANGE, FNAMECHANGE

9998,Demo district 9998

9998_9998,Demo Institution 99989998

Grade: 09 Gender: F Date of Birth:

SSID: ZZ0604645

TEST TICKET

TEST, TEST TEST

9998,Demo district 9998

9998_9998,Demo Institution 99989998

Grade: 04 Gender: M Date of Birth: 08/26 /2005

SSID: 11111101

TEST TICKET

TEST, TEST TEST

9998,Demo district 9998

9998_9998,Demo Institution 99989998

Grade: 04 Gender: F Date of Birth: 08/26 /2005

SSID: 11111103

TEST TICKET

TEST, TEST TEST

9998,Demo district 9998

9998_9998,Demo Institution 99989998

Grade: 04 Gender: F Date of Birth: 08/26 /2005

SSID: 11111104

TEST TICKET

TEST, TEST TEST

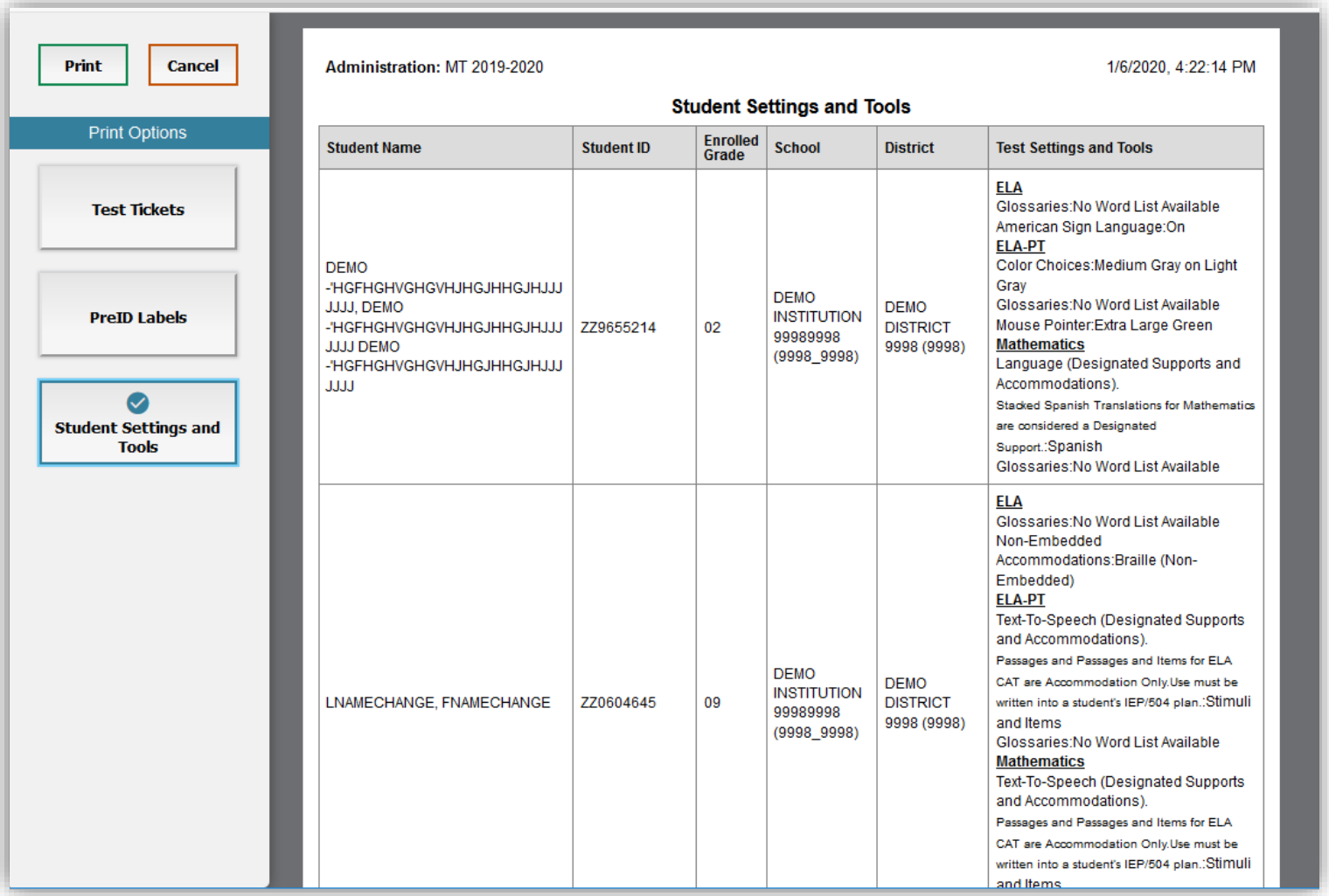
9998,Demo district 9998

9998_9998,Demo Institution 99989998

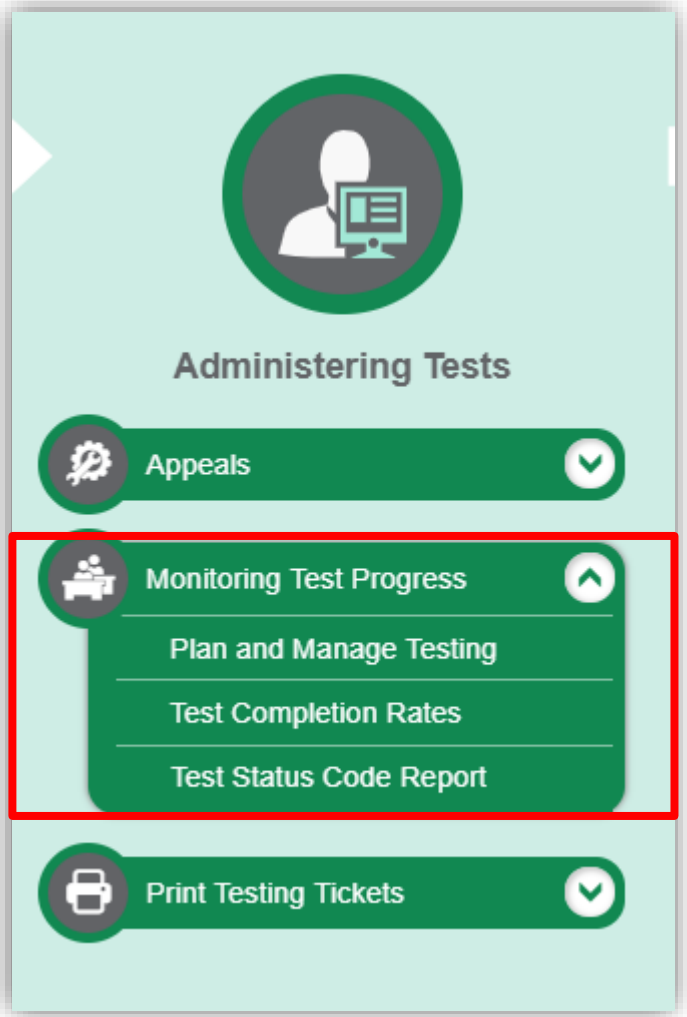
Grade: 04 Gender: M Date of Birth: 08/26 /2005

SSID: 11111105

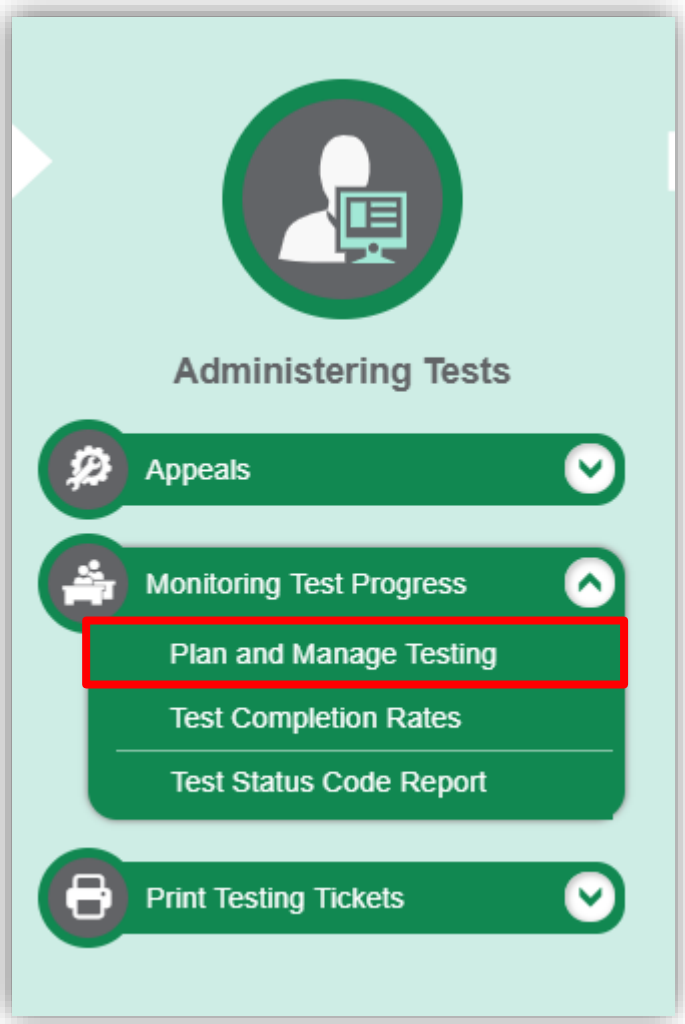
Print Test Settings View

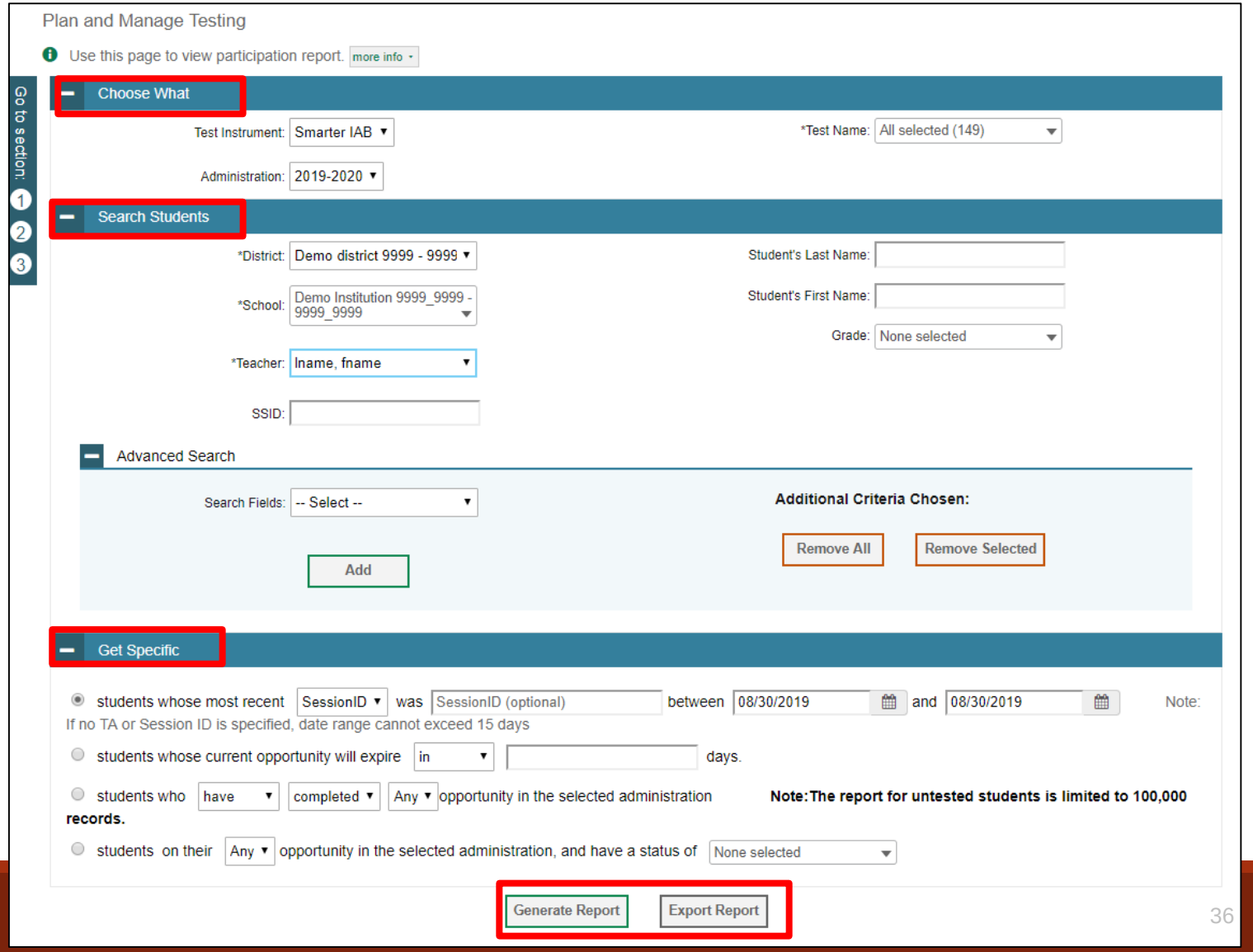


Monitoring Test Progress

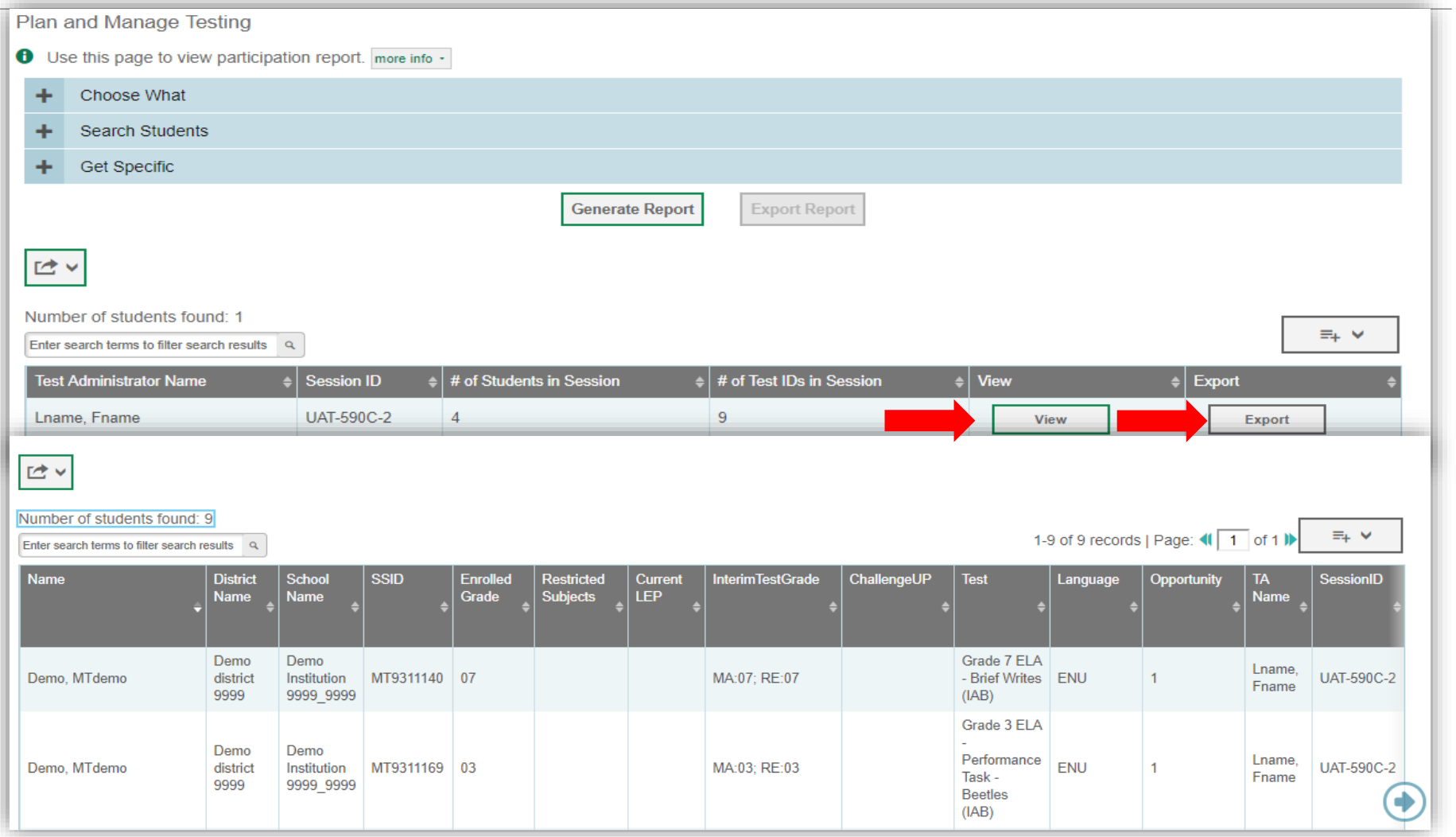


Plan and Manage Testing





Plan and Manage Testing Results

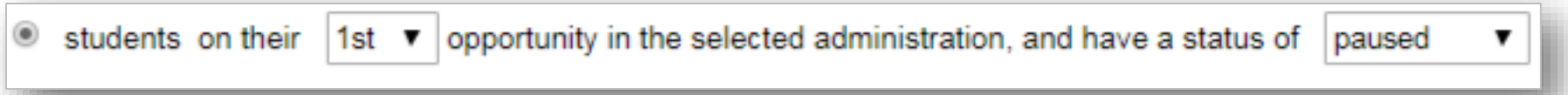


Plan and Manage Testing Examples

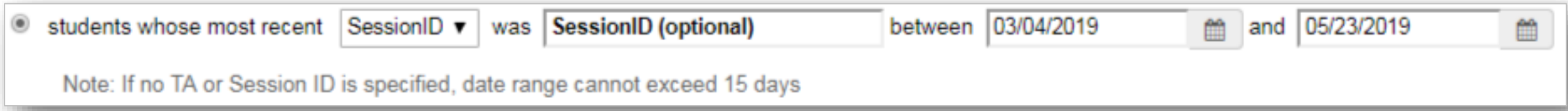
Which students have not yet tested?

Which students need to test in the next five days?

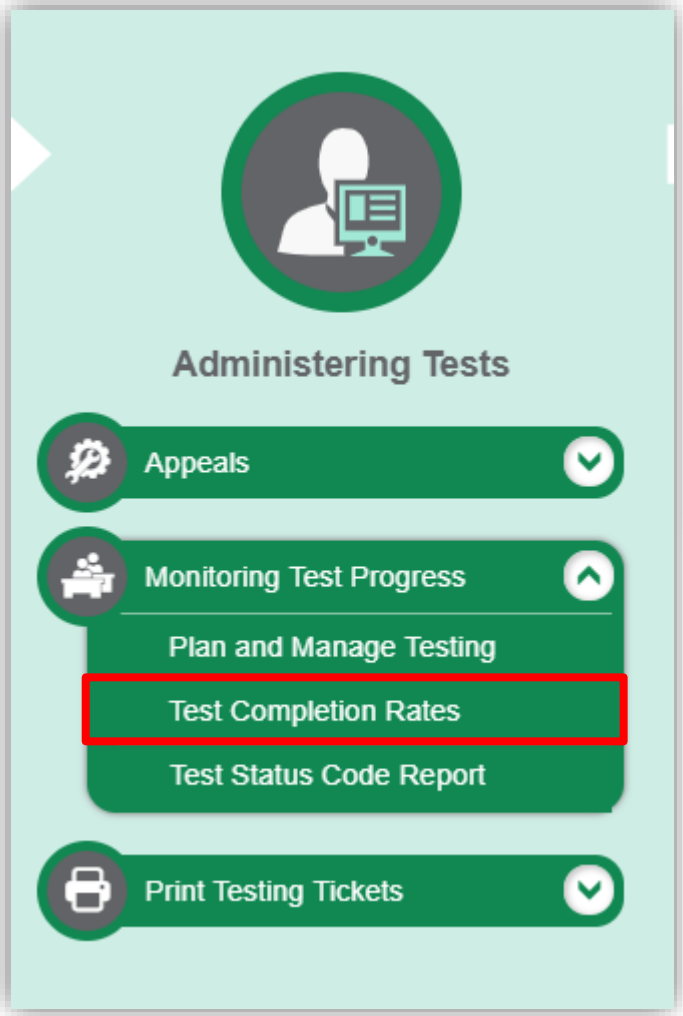
Which students have paused tests?

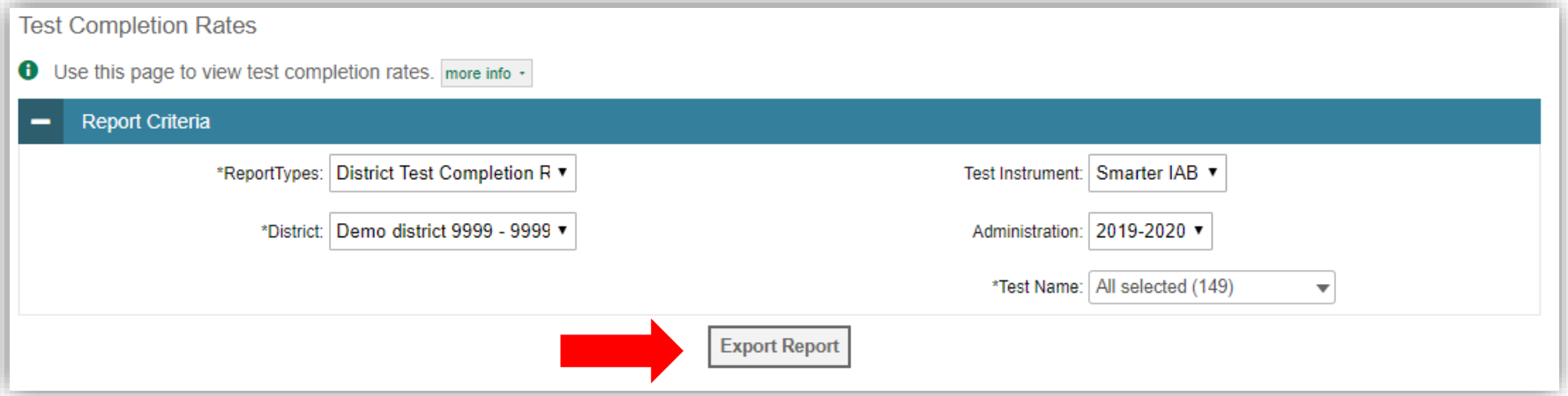


Did all students in a test session submit their tests?



Test Completion Rates





Thank You!

Further Information

Montana Comprehensive Assessment Program Portal

http://mt.portal.airast.org

Montana Comprehensive Assessment Program Help Desk

mthelpdesk@air.org

1.877.365.7915

Emilia Birdsall
Project Manager, Montana
Cambium Assessment
ebirdsall@air.org
(202) 403-6354